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Notice

COMMUNITY ARTS AND EDUCATION
PROGRAM COMMITTEE MEETING

CHINATOWN COMMUNITY ARTS PROGRAM (CCAP)
JANUARY 11, 2000 ♦ 4:30 P.M.

HOLIDAY INN, 750 KEARNEY STREET, 3RD FLOOR @ CLAY & WASHINGTON
SAN FRANCISCO ♦ 415-957-1146

PARKING	Portsmouth Parking Garage or street parking
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FOR MORE INFORMATION	M. García, 415-252-2598
WHEELCHAIR ACCESSIBLE	For more info call 415-957-1146

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Pursuant to city policy, the requirements of the 1973 Rehabilitation Act, and the 1990 Americans with Disabilities Act, all city agencies will make reasonable accommodations to the needs of persons with disabilities. Full commission meetings and individual committee meetings of the Art Commission are held at 25 Van Ness Avenue, San Francisco, located on the corner of Oak Street and Van Ness Avenue. All meetings are held in Suite 70, basement level, and are accessible by two elevators in the building lobby.

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Chapter 67 of the San Francisco Administrative Code
Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

MARCH 14, 2000 • 4:30 P.M.
CCAP / Chinatown Community Arts Program
750 Kearney Street • 3rd floor of Holiday Inn • 957-1146

1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

2 WRITERSCORPS UPDATE
Motion to pay guest artist Brian Carey in an amount up to $1000 for WritersCorps program from Haas, NEA, and Lannan funds.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Next Meeting April 11, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

March 14, 2000

4:30 P.M.

CCAP / Chinatown Community Arts Program

750 Kearney Street, 3rd floor of Holiday Inn

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Minutes

Commissioner Roth called the meeting to order at 4:50 P.M.

ROLL CALL

Commissioners Present
Nery Gotico
Janice Mirikitani
Denise Roth

Commissioners Absent
Andrew Brother Elk

1. **Chinatown Community Arts Program Update**
   Photo exhibit From *Sojourners to Skateboarders* will open April 8, 2000. CCAP pays no rent for the Chinese Culture Center space but provides insurance. The Chinese Culture Center uses the CCAP gallery for two months annually for the Roots exhibit currently running until March 26.

2. **WritersCorps Update**
   Janet Heller distributed revised WritersCorps fact sheets. A WritersCorps goal from their public relations strategic plan is identifying youth spokespeople and preparing them to talk to the media. Teachers and program participants have now received media training and new fact sheets documenting program accomplishments.

Commissioner Mirikitani arrived at 4:55 P.M.

Spring WritersCorps highlights include January's successful MLK poetry contest. Ms. Heller distributed postcards. Winner Penelope Zheng read for an audience of 6000 and spoke with the media. Honorable Mentions Raymond from Log Cabin and Jia Jian Lin from Newcomer High School were also noted. KQED and the *San Francisco Examiner* covered the Youth Poetry Slam League Kickoff. The Examiner article was one of the best written locally and mentioned teacher Michelle Matz.

Channel 27, the school district cable access channel, is showing WritersCorps footage every Monday and Wednesday from 7-8 P.M. during the month of April. The February slam will be rebroadcast with a WritersCorps PSA. George Aguilar is working with a web engine to provide video streaming to broadcast the April 8 slam live on the net. Ms. Heller invited commissioners to tour Book

Spot locations with her at any time and meet new coordinator Karen Garman. A Harper Collins-published anthology, due out in 2001, will be comprised of work from Washington DC, the Bronx, and San Francisco WritersCorps participants as well as well-known writers from around the country. Commissioner Mirikitani asked if San Francisco WritersCorps would have its own section in the anthology. Ms. Heller responded that she had sent in 70 poems. She didn't know how many would be accepted, although she was sure San Francisco would be well-represented.

WritersCorps is recruiting new teachers for the 2000-01 program year and can pay $17-19 per hour with health care. The revamped WritersCorps website features photos of kids, poems, merchandise, and audio (www.writerscorps-sf.org). Ms. Heller asked for feedback about the website from commissioners. Each WritersCorps teacher has a $1500 budget to bring in artists from other disciplines.

Commissioner Mirikitani made the following motion:
Motion to pay guest artist Brian Carey in an amount up to $1000 for WritersCorps program from Haas, NEA and Lannan funds.
The motion was adopted unanimously.

3. **Arts Education Update**
Liz Lerma distributed the most recent edition of *Leadership Profiles in Arts Education*, "Mr. Arrogance and the Breakthrough Kid." Published by the Arts Education Funders Collaborative (AEFC), this issue focuses on elementary school students and their achievements in the arts. The monograph is distributed to SFUSD principals, teachers and parents, as well as funders, arts providers, and libraries. Ms. Lerma reported that this year's round of AEFC Professional Development Workshop Days were held on February 1 and 2 at the Golden Gate Club in the Presidio. Project Administrator Jennifer Ross was credited with successfully organizing the workshops, which served 140 teachers from 26 schools.

Ms. Lerma reminded the group of a motion passed in January 2000 to grant $7,000 to the Every Child Can Learn Foundation for a Parent Education in the Arts project. This grant has allowed the local PTA (2nd District) to publish a newsletter, *Why Art Matters . . . A Parent's Guide to Arts Education for Children*. The success of the newsletter sparked interest with the state PTA, which is considering statewide

distribution. The newsletters were distributed to the group. The remaining grant funds will be used for a family day of art workshops for parents and children, to be held at the Potrero Middle School for the Arts on April 8 from 9 A.M. to noon.

Supervisor Mabel Teng established a Sustainable Funding for School Art and Music Task Force with representatives from the school district, corporations, foundations, arts providers, unions, PTA, city departments, businesses, and youth organizations. The group is charged with making recommendations to the Board of Supervisors at the end of April. Ms. Wettrich, the San Francisco Arts Commission representative, serves on the partnership committee.

Commissioner Gotico made the following motion:
Motion to grant up to $700 to San Francisco Foundation Community Initiative Fund for arts education assistant services from Grants for the Arts carryforward funds.
The motion was approved unanimously.

4. **Program Director's Report**
The controller's office asked CAE to follow up on its audit recommendations, reviewed and adopted at last December's special meeting with cultural center boards. CAE Committee Chair Commissioner Roth sent letters to board presidents noting audit recommendations and requesting an update within 30 days.

Commissioner Mirikitani asked what SFAC was doing to ensure centers' compliance in addition to sending out letters. She wondered if they needed more support. Ms. Lerma responded that she has discussed this issue with Commissioner Roth and Ms. Daniels. The board letters have attached summaries of specific problems noted in the audit reports.

Ms. Daniels added that the controller's office receives copies of the letters, and the centers' funding won't be available if they fail to provide the necessary information and adhere to recommendations. Technical support offered this year includes bookkeeper trainings instituted by Ms. Daniels and meetings with available center staff to ameliorate the invoice process.

Commissioner Roth reiterated that the board letters list what centers have and haven't done. Ms. Lerma said that addressing the board presidents raised the reporting and compliance process to a new level, which might provide greater insight regarding the needs of the centers. Once the updates are reviewed, SFAC can determine if offering additional support is appropriate.

Commissioner Mirikitani opined that the nonprofit tendency is to "freeze" instead of asking for help. Glide needed lots of support from its auditors; therefore centers may need help seeing what they need operationally. Ms. Daniels confirmed that each center would receive its own letter. Commissioner Roth emphasized that talking about problems with center directors alone wasn't sufficient. Ms. Lerma reminded commissioners that center budgets call for organizational infrastructure including an executive director, a facility manager, and a bookkeeper. In addition, some centers have hired maintenance, security, and other personnel.

Commissioner Mirikitani believes it may be difficult for centers know how to build infrastructure, and SFAC should be supportive. She concurred that the only way to meet city requirements was through the current evaluation process.

The Hotel Tax Fund is estimated to increase by 3.5%, which translates to an additional $77,000 for cultural center funding. Due to a misinterpretation of the legislation, the controller had initially budgeted cultural center 2000-01 funding at $2.2 million, reflecting no increase. After conferring with Deputy City Attorney Miriam Stombler, Deputy Director Nancy Gonchar communicated with the controller's office to ensure that centers received additional funds. SFAC staff will monitor the actual growth of the Hotel Tax Fund and note that the cultural center allocation echoes any additional increase. Commissioner Mirikitani asked if other arts funds had been affected. Ms. Lerma responded that they had not.

Ms. Lerma then addressed the 2000-01 budget submission for cultural center capital improvements. Bayview Opera House/Ruth Williams Memorial Theatre (BVOH) has had no capital budget for many years except for minor maintenance money. In reviewing the DPW Facility Monitoring Reports, Ms. Lerma became more concerned about the BVOH balcony, which is sagging. After taking a closer look at the balcony at Ms. Lerma's request, DPW recommends that it no longer be used for storage and operations. DPW will complete an in-depth study of the sagging balcony covering engineering, building code, and ADA compliance issues. Ms. Lerma said that in repairing the balcony hazard, CAE will be required to address all deficiencies including ADA compliance. The city will need to make a financial commitment to fund required repairs.

BVOH should be eligible for capital improvement funds since it's one of the two main meeting places that the community regularly uses. Some modern improvements have been added to the original building and its landmark status is unknown. Ms. Lerma plans to use the DPW report to seek necessary funding. She noted that BVOH is a key piece in the redevelopment of the 3rd Street area, perhaps qualifying for SF Redevelopment Agency funding.

The PIC panel, formed to recommend grants for arts programs in social service organizations, has been assembled by Michelle García. The panel will meet by the end of April 2000. Festival guidelines and applications have been sent to selected past recipients. Others will be sent out after Ms. Lerma confers with Grants for the Arts regarding continued funding.

There was no new or old business.

4-27-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

Agenda

APRIL 11, 2000 ◆ 4:30 P.M.
San Francisco Arts Commission, Suite 70
25 Van Ness Avenue ◆ San Francisco, California 94102 ◆ 252-2598

1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

2 WRITERSCORPS UPDATE

Motion to pay visual artist Mira Reisberg up to $1000 for WritersCorps training program from SF Youth Arts, Haas, NEA, and Lannan funds.

Motion to pay the following artists up to $6000 each for artistic services for the WritersCorps anthology from DCYF, SF Youth Arts, Haas, NEA, and Lannan funds: Justin Chin, Spain Rodriguez, Derek Kirk, Nina Paley, Anson Jew, and Andi Hernandez.

Motion to pay Somerset Printing up to $25,000 for the printing of WritersCorps 1999-00 anthologies and posters (3000 books and 500 posters) from the DCYF, Haas, Lannan, and other funds.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

NEXT MEETING
May 9, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

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COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

MAY 9, 2000 ♦ 4:30 P.M.

San Francisco Arts Commission, Suite 70

25 Van Ness Avenue ♦ San Francisco, California 94102 ♦ 252-2598

1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

2 WRITERSCORPS UPDATE

Motion to pay up to $1000 each to artists Gabrielle Gamboa and Joe Sorren for art for WritersCorps anthology from SF Youth Arts, NEA, Haas and Lannan funds.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to approve payment from Grants for the Arts (GFTA) honoraria and transportation reimbursement for Programs in the Community (PIC) panelists:

Ife Bonner-Payne	131.70
Rose Dennis	193.10
Rachel Osajima	211.10
Eduardo Pineda	125.00
Andrew Wood	127.00
	$787.90

Motion to approve PIC grants to the following organizations recommended by the PIC review panel, from the 2000-01 Grants for the Arts fund, pending written confirmation:

Programs for People	20,000
Richmond District Neighborhood Center	15,000
SF Ministry to Nursing Homes (SFMNH)	15,000
Rose Resnick Lighthouse	5,000
Jamestown Community Center (JCC)	11,250
Columbia Park Boys & Girls Club (CPBGC)	14,110
Tenderloin Reflection & Education Center	6,800
SAGE Project	10,000
Edgewood Center (EC)	10,000
Central City Hospitality House (CCHH)	10,000
	$117,160

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Motion to approve PIC grant to Goldman Institute for up to $10,000 pending approval of additional funds from the 2000-01 GFTA fund.

Motion to divide additional funds equally among SFMNH, JCC, CPBGC, SAGE, EC and CCHH if less than $10,000 additional 2000-01 GFTA funding is available.

NEXT MEETING

June 13, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

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COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

MAY 9, 2000 ◆ 4:30 P.M.

San Francisco Arts Commission, Suite 70

25 Van Ness Avenue ◆ San Francisco, California 94102 ◆ 252-2598

1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

2 WRITERSCORPS UPDATE

Motion to pay up to $1000 each to artists Gabrielle Gamboa and Joe Sorren for art for WritersCorps anthology from SF Youth Arts, NEA, Haas and Lannan funds.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to approve payment from Grants for the Arts (GFTA) honoraria and transportation reimbursement for Programs in the Community (PIC) panelists:

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Rose Resnick Lighthouse	5,000
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SAGE Project	10,000
Edgewood Center (EC)	10,000
Central City Hospitality House (CCHH)	10,000
	$117,160

Motion to approve PIC grant to Goldman Institute for up to $10,000 pending approval of additional funds from the 2000-01 GFTA fund.

Motion to divide additional funds equally among SFMNH, JCC, CPBGC, SAGE, EC and CCHH if less than $10,000 additional 2000-01 GFTA funding is available.

Motion to reimburse up to $10,000 for costs associated with 1906 Earthquake Commemoration to Karen Sapienza from GFTA funds.

NEXT MEETING June 13, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

May 9, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

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Minutes

Commissioner Roth called the meeting to order at 4:45 P.M.

ROLL CALL

Commissioners Present
Andrew Brother Elk
Blanche Brown
Nery Gotico
Eddie Marshall
Denise Roth

Commissioners Absent
Janice Mirikitani

1. **Chinatown Community Arts Program Update**
   Janice Hom reported on the Melody of China concert May 7 and announced upcoming events: a May 27 poetry reading featuring Genny Lim, and the June 3 Oriental Arts Association exhibition. Ms. Hom invited all commissioners to attend CCAP events as special guests. She extended an open invitation for commissioners to represent SFAC and welcome visitors as part of each program.

2. **WritersCorps Update**
   Janet Heller reported on WritersCorps All Star Slam. Two SF youth will participate in the May 20 event. Last year's WC students were offered college scholarships because of their talents and connects to the DC-produced slam. The 6th WC anthology, *Smart Mouth*, is currently in production. Noted historian and teacher Robert Allen joined the 2000 editorial team and former WC teacher Justin Chin contributed the introduction. The reading will take place 5 P.M. June 7 at the Main

Library. Commissioner Mirikitani will say a few words on behalf of the commission. WC has commitments from DOCYF and Juvenile Probation for FY 2000-01.

Staff and commissioners introduced themselves. Commissioner Brother Elk made the following motion:
Motion to pay up to $1000 each to artists Gabrielle Gamboa and Joe Sorren for art for WritersCorps anthology from SF Youth Arts, NEA, Haas and Lannan funds.
The motion was adopted unanimously.

3. **Arts Education Update**
Ann Wettrich distributed posters and free passes for the Youth Arts Festival May 9-14 at the DeYoung Museum, Asian Art Museum and Music Concourse in Golden Gate Park. The festival features hands-on arts activities, performances, face painting, balloon sculptures, a raffle and an arts resource booth. SFAC is providing free copies of *Inside/Out*. A online calendar of events is located at www.youth-arts.com.

Ms. Wettrich reported on the successful Parent Education in the Arts Project made possible by an SFAC grant to the PTA this year. Arts workshops were held April 8 for 150 parents and children on book making and printmaking, dance, circus, music, mask making, video, and poetry/storytelling. A performance by the SF Girls Chorus was an added treat. Parents and kids relished the opportunity to participate in the creative process together. The most common evaluation comment was: "More!" SF Performances expressed interest in collaborating with the PTA on a similar event with their mainstage artists.

The PTA produced a publication, *Why Art Matters*, and distributed 2000 copies to SFUSD parents, elementary school principals, site leaders, board members and the AEFC (Arts Education Funders Collaborative) through the SF Ballet, Young Audiences and the Youth Arts Festival. The California State PTA would like to distribute the publication to parent groups throughout the state and to publish it online. Coleman Advocates for Children also expressed interest.

Ms. Wettrich described recent AEFC projects. Bookmarks and postcards promoting the new Inside/Out arts education website were printed. The AEFC is publishing *Yesterday I Talked to Godzilla*, a monograph focusing on story-play process at Charles Drew Pre-K Center. Professional Development activities provided this spring for pre-k and elementary school teachers conclude this month. Evaluation survey forms are being collected for all AEFC activities this year and consultant Jennifer Ross will prepare a report in June.

The AEFC fundraising goal of $180,000 for 2000-01 is approximately 50% secured. Proposals will be sent out over the next few months to foundations that have supported the project in the past. Additionally, a new funder, the Potrero Nuevo Fund, has invited a proposal. The school district had $30 million in cutbacks and has no funding at this time for elementary arts programs. Supervisor Mabel Teng convened a task force to research short and long-term strategies to promote stable funding for elementary arts education.

Mr. Newirth noted that the importance of arts education is now widely acknowledged

due to the efforts of the AEFC, whose 8-year initiative helped spread arts education to all 76 elementary schools. It was a major victory when the school district funded the grants program in elementary schools for two years. This year the mayor used city funds to save the program when the school district was forced to cut it.

The challenge for the task force now is securing funding similar to sustainable park and library sources. Commissioner Brother Elk confirmed that $657,000 allocated in grants to elementary schools brings the artists into the classrooms. Ms. Wettrich elaborated that every elementary school gets a grant equivalent to $22 per child and writes an arts component to their overall education plan.

4. **Program Director's Report**
Liz Lerma welcomed new commissioners and invited all commissioners to tour the cultural centers with her. Ms. Lerma introduced the PIC (Programs in the Community) motion. PICs fund arts programs in social service and community-based organizations. A panel of experts in the field reviewed 17 applications and made recommendations for funding.

Commissioner Brother Elk made the following motion:
Motion to approve payment from Grants for the Arts (GFTA) honoraria and transportation reimbursement for Programs in the Community (PIC) panelists:

Ife Bonner-Payne	**$131.70**
Rose Dennis	**193.10**
Rachel Osajima	**211.10**
Eduardo Pineda	**125.00**
Andrew Wood	**127.00**
TOTAL	**$787.90**

The motion was approved unanimously.

Ms. Lerma gave background information about GFTA funding for the PIC grants, and explained the panel process that had resulted in the following motions. Commissioner Brother Elk verified that staff reviewed the quality of the applications and asked for information about panel funding recommendations.

Mr. Newirth suggested that providing panel summaries for the commissioners would be helpful and Ms. Lerma agreed. Mr. Newirth outlined the evolution of the PIC panel process, which insures recommended projects are chosen as fairly and impartially as possible in keeping with the SFAC mission.

Commissioner Brother Elk made the following motion:
Motion to approve PIC grants to the following organizations recommended by the PIC review panel from the 2000-01 Grants for the Arts fund pending written confirmation:

Programs for People	**20,000**

Richmond District Neighborhood Center	**15,000**
SF Ministry to Nursing Homes (SFMNH)	**15,000**
Rose Resnick Lighthouse	**5,000**
Jamestown Community Center (JCC)	**11,250**
Columbia Park Boys & Girls Club (CPBGC)	**14,110**
Tenderloin Reflection & Education Center	**6,800**
SAGE Project	**10,000**
Edgewood Center (EC)	**10,000**
Central City Hospitality House (CCHH)	**10,000**
TOTAL	**$117,160**

The motion was approved unanimously.

Commissioner Brother Elk made the following motion:
Motion to approve PIC grant to Goldman Institute of $10,000 pending approval of at least $10,000 additional funds from GFTA 2000-01 funds.
The motion was approved unanimously.

Commissioner Brown made the following motion: **Motion to divide additional funds equally among SFMNH, JCC, CPBGC, SAGE, EC and CCHH if less than $10,000 additional 2000-01 GFTA funds are available.**
The motion was approved unanimously.

Ms. Lerma reported that SFAC has halted funding to two cultural centers, the Center for African and African American Art and Culture (CAAAC) and the South of Market Cultural Center (SomArts), that were out of compliance according to controller's office audit requirements May 21, 1999. She distributed a timeline outlining attempts to bring the cultural centers into compliance with city requirements and attached SFAC letters to cultural center board presidents. In addition Ms. Lerma provided background for the new commissioners on the founding of the cultural centers and their funding history, including 1997 Hotel Tax Reallocation Legislation. If documents indicating compliance are not received by June 30, 2000, SFAC may not legally enter into future grant agreements. If compliance documents are received after June 30, grant amounts will be prorated to reflect that date. Ms. Lerma added that SomArts called to say they thought they had responded to the SFAC letter. SFAC staff had not yet received any communication from CAAAC.

Mr. Newirth elaborated on the history of SFAC's relationship with the cultural centers and recommended that no reimbursements be processed for centers that remain out of compliance. Commissioner Marshall inquired about the possibility of arbitration. Mr. Newirth noted that center board and staff representatives had agreed to take

appropriate action at the special meeting re: audits in December 1999. After some discussion Commissioner Brown offered to contact board presidents of centers that remained out of compliance.

There was no new or old business.

4-27-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

JUNE 13, 2000 ◆ 4:30 P.M.

San Francisco Arts Commission, Suite 70

25 Van Ness Avenue ◆ San Francisco, California 94102 ◆ 252-2598

1 WRITERSCORPS UPDATE

Motion to modify PSC# 3043-99/00 for WritersCorps National Alliance Coordinator to extend the duration through September 1, 2000 instead of June 30, 2000.

2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

Motion to pay Kearny Street Workshop up to $1,680 for installation and publicity exhibition expenses for *From Sojourners to Skateboarders: Chinatown in Transition*.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to approve the proposed 2000-01 Cultural Center Line Item/Hotel Tax Allocation Budget and Management and Programming Plans contingent upon centers' full compliance status and staff approval of necessary revisions.

Motion to approve SomArts' proposed ticket booth improvement project.

NEXT MEETING

July 11, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

June 13, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

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Minutes

Commissioner Mirikitani called the meeting to order at 4:39 P.M.

ROLL CALL

Commissioners Present
Andrew Brother Elk
Blanche Brown
Nery Gotico
Eddie Marshall
Janice Mirikitani

Commissioners Absent
Denise Roth

1. **WritersCorps Update**
Janet Heller reported on the WritersCorps publication party attended by 250 families last Wednesday at the Main Library's Koret Auditorium. Will Power was the host and Commissioner Mirikitani and Richard Newirth introduced the program. Performers ranging from 6-12 years old were published in the annual anthology *SmartMouth*, showcasing poetry and prose by WC 1999-2000 participants. The book was publicized in Scott Ostler's *Examiner* column and in the paper's events section. WC hopes to receive reviews in magazines and major dailies in the fall.

The deadline for next year's WC teacher applications is June 16, 2000. Staff will hold a half-day retreat to build on the success of the last six years and envision the next three. Commissioner Marshall inquired where the retreat would be held. Ms. Heller answered that it would be at the Unitarian Church. Commissioner Mirikitani commended Ms. Heller, WC staff, teachers and kids for contributing to the

resurgence of poetry and the experience of diversity through the arts. Mr. Newirth commented on the young performers' confidence and professionalism.

Commissioner Gotico made the following motion:
Motion to modify PSC# 3043-99/00 for WritersCorps National Alliance Coordinator to extend the duration through September 1, 2000 instead of June 30, 2000.
The motion was passed unanimously.

2. **Arts Education Update**
Ms. Lerma announced Arts Education Officer Ann Wettrich is leaving SFAC for the Oakland Crafts & Cultural Arts Department. She was commended for her great work in delivering arts education to San Francisco public elementary schools and child development centers.

Ms. Wettrich delineated plans to complete this year's projects and distributed copies of the new AEFC monograph, *Yesterday I Talked to Godzilla*. The publication describes the work of artist Megan Bierman with the Charles Drew Child Development Program. Ms. Wettrich also handed out website bookmarks publicizing the searchable database at www.sfinsideout.org. AEFC reports evaluating the past school year will be complete in July. Ms. Wettrich also discussed arts education plans for the upcoming fiscal year.

3. **Chinatown Community Arts Program Update**
Janice Hom reported the successful closing of CCAP exhibit F*rom Sojourners to Skateboarders* with a poetry reading by Nancy Hom. Due to the event's popularity, Ms. Hom plans to hold quarterly poetry readings at the Chinatown Community Arts Program Gallery. She distributed a flyer for the upcoming Asian American Women Artists Association's *Seven Voices* exhibition, opening July 13 after the current exhibit by the Oriental Arts Association.

Commissioner Brother Elk made the following motion:
Motion to pay Kearny Street Workshop up to $1,680 for installation and publicity exhibition expenses for *From Sojourners to Skateboarders: Chinatown in Transition*.
The motion was passed unanimously.

4. **Program Director's Report**
SomArts staff member Mike Dingle distributed drawings for SomArts ticket booth and darkroom improvement projects and answered commissioners' questions.

Ms. Lerma noted that historically, various cultural centers have planned and made some facility improvements without SFAC's knowledge or approval. This is a problem as many projects have been implemented without obtaining appropriate professional advice and building permits, thereby creating facility code compliance deficiencies. In this case, the ticket booth and expanded darkroom projects have been professionally designed and are needed at SomArts. SFAC staff supports the proposed plan, but regrets that to date the proposed improvements had been developed to the point of searching for a contractor without notifying or consulting with SFAC staff. Commissioners warned all centers to notify SFAC staff at the

beginning phase of all future facility improvement projects, or face potential problems with SFAC approval.

Commissioner Brother Elk made the following motion:
Motion to approve SomArts' proposed ticket booth and darkroom improvement projects.
The motion was passed unanimously.

Liz Lerma explained that cultural center Management & Programming Plans (MPPs) provide details of their budgets. Discrepancies existed between MPPs and budgets in three out of four centers. These inconsistencies could be corrected in time for July 10 approval at the full commission meeting. Time was of the essence, as new FY 2000-01 contracts needed to be prepared and signed. Centers' cash flow ultimately depended on timely approval. Carol Marie Daniels gave some examples of the budget and MPP differences that needed reconciliation: full-time staff needed to have reasonable yearly salaries allocated; resumes were needed for key staff; costs must be listed; percentages of funds raised by centers must be specified.

Ms. Lerma added that there were also contract compliance issues to be addressed by July 10, as several centers had not yet submitted 1997-98 and 1998-99 audited financial statements, due on June 30. She reported that SomArts was now in full compliance as they had submitted all required audited financial statements and responded to Commissioner Gatti's letter which called for adherence to the Controller's Office Audit Report recommendations, by submitting a letter describing their method of tracking non-monetary contributions. Mission Cultural Center for Latino Arts (MCCLA) best described an appropriate method for tracking non-monetary contributions in their response to the Controller's Office Audit Report recommendations. SFAC staff will share the MCCLA letter with the other centers.

The Center for African & African American Art & Culture (CAAAC) still had many outstanding compliance issues. Ms. Lerma reported that CAAAC submitted a large stack of documentation to SFAC staff, including a response to Commissioner Gatti's letter which called for adherence to the Controller's Office Audit Report recommendations, and delivery of the interim and final reports due to the Cultural Equity Grants Program. All materials were presently under review. In the meantime, no CAAAC reimbursement requests were being processed.

Ms. Lerma also noted that not all proposed budgets reflected an SFAC policy put into effect in FY1999-00, which calls for all maintenance expenses to be covered by the Hotel Tax/Line Item Budget. She reminded the Committee that the policy was crafted because in 1998-99 some centers ran short of maintenance supplies when they were budgeted from other sources and fundraising fell short. Commissioners restated the SFAC commitment to ensure proper maintenance of the centers through appropriate Hotel Tax/Line Item Budget allocations by all centers.

Ms. Lerma further stated that during the 1999-00 budget negotiations with the centers, SFAC staff noted that a reserve (contingency) fund was prudent to meet SFAC fiscal responsibilities related to facility emergency repairs. SFAC uses the majority of its portion of the Hotel Tax/ Line Item Budget to pay for large maintenance needs like new roofs, and other facility systems repairs. Currently, HVAC systems at CAAAC and at the Mission Cultural Center need to be replaced.

Last year, the centers agreed to include a reserve fund in the future. The proposed budget contains no reserve fund.

Ms. Lerma stated that SFAC staff was in support of the proposed budget allocations for the centers, that there is time to make necessary MPP and budget corrections, and that SFAC staff will not prepare or enter into an agreement with any organization which is out of compliance. She urged budget and MPP approval contingent upon centers' full compliance status and staff approval of necessary revisions, which could be reported prior to full commission approval on July 10, 2000.

Commissioner Mirikitani expressed concerns for SFAC liability, community impact and public perception when cultural centers remained out of compliance with city contracts, policies and regulations. CAE Committee members expressed concern about tentatively approving an allocation to CAAAC whose compliance and ability to keep the facility at 762 Fulton Street open, clean and secure was in question. Mr. Newirth mentioned that city staff might be called in to run a center if it was closed due to lack of compliance or available facility operations staff. Ms. Lerma noted that the city attorney's office suggested that SFAC ensure that cultural centers facilities remain open, clean and secure by conducting periodic site visits.

In answer to the question of providing a reserve fund without decreasing any proposed allocations, Ms. Lerma observed that the proposed budget totaling $2,277,000 is based on the controller's office conservatively projected Hotel Tax Fund growth of 3.5%. She suggested allocating to an SFAC reserve fund by using any additional Hotel Tax Funds that might become available after the controller's office verifies the actual growth of the Hotel Tax Fund in August 2000.

After some discussion a revised motion carried.

Commissioner Brother Elk made the following motion:
Motion to approve the proposed 2000-01 Cultural Center Line Item/Hotel Tax Allocation Budget and Management and Programming Plans for Bayview Opera House, Mission Cultural Center for Latino Arts, and South of Market Cultural Center contingent upon centers' full compliance status by June 30, 2000 and staff approval of necessary revisions. Any additional Hotel Tax Funds to be allocated to SFAC for center maintenance projects.
The motion was passed unanimously.

There was no new or old business. Commissioner Mirikitani adjourned the meeting at 5:47 P.M.

4-27-01

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COMMUNITY ARTS AND EDUCATION
PROGRAM COMMITTEE MEETING AGENDA

JULY 11, 2000 ◆ 4:30 P.M.
San Francisco Arts Commission, Suite 70
25 Van Ness Avenue ◆ San Francisco, California 94102 ◆ 252-2598

1 WRITERSCORPS UPDATE

Motion to modify PSC# 3062-99/00 for WritersCorps Training Coordinator through September 1, 2000.

Motion to pay Megan Boler up to $4000 for WritersCorps evaluator, from Haas and DCYF funds.

Motion to pay Robert Uhrle up to $300 for WritersCorps teacher selection panel from DCYF funds.

Motion to pay Poetry Flash up to $300 for advertising for the WritersCorps Project from Haas funds.

2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

NEXT MEETING
August 8, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

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Meeting Canceled: No Quorum

COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

JULY 11, 2000 ◆ 4:30 P.M.

San Francisco Arts Commission, Suite 70

25 Van Ness Avenue ◆ San Francisco, California 94102 ◆ 252-2598

1 WRITERSCORPS UPDATE

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2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

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NEXT MEETING
August 8, 2000, Suite 70, 25 Van Ness Avenue, San Francisco

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COMMUNITY ARTS & EDUCATION COMMITTEE

August 8, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

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AGENDA

I. **WritersCorps Update**
Janet Heller
Staff report.

A. Motion to modify PSC # 3062-99/00 for WritersCorps Training Coordinator through September 1, 2000.

B. Motion to pay Robert Uhrle up to $300 for WritersCorps teacher selection panel from DCYF funds.

C. Motion to pay Poetry Flash up to $300 for advertising WritersCorps projects from Haas funds.

D. Motion to enter into contract with the following first year WritersCorps teachers for up to $17,000 from DCYF and Juvenile Probation funds: Danielle Montgomery, Jessica Rosenfeld, Chad Sweeney, Peter Tamaribuchi and Gloria Yamato.

E. Motion to enter into contract with the following returning WritersCorps teachers for up to $23,000 from DCYF and Haas funds: Cathy Arellano, Michelle Matz and Alison Seevak.

F. Motion to enter into contract with the WritersCorps poet-in-residence Kim Nelson for up to $23,000 from Juvenile Probation funds.

II. **Chinatown Community Arts Program (CCAP) Update**
Janice Hom
Staff report.

III. **Arts Education Update**
Staff report.

A. Motion to approve a $10,000 grant to the San Francisco Foundation Community Initiative Fund for the AEFC Professional Development Project for 2000-01 from the Youth Arts Fund.

IV. **Program Director's Report**
Liz Lerma
Staff report.

A. Motion to approve the expenditure of up to $33,000 from the 2000-01 Grants for the Arts fund to the following organizations for neighborhood festivals pending written confirmation from GFTA:

Arts Providers Alliance of SF (Intersection for the Arts)	1000
Annual BVHP Parade (New Directions)	3250
Bayview 4th of July Picnic (New Directions)	3250
Bayview Holiday Unity Parade (SF SAFE)	3250
Fiesta on the Hill (Bernal Heights Center)	3250
Potrero Hill Festival (Potrero Hill Neighborhood Center)	3250
Sunset Festival (Sunset District Neighborhood Coalition)	3250
Treasure Island Community Day (Treasure Island Homeless Dev. Initiative)	3250
Urban Youth Arts Festival (Precita Eyes Muralists)	3250
Youth Arts Festival (SFUSD)	6000
	$33,000

B. Discussion and possible motion regarding the cultural centers giving program preference to members of the neighborhood.

V. **New Business**

VI. **Old Business**

VII. **Adjournment**

SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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August 8, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

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8/8/00

Minutes

Commissioner Mirikitani called the meeting to order at 4:45 P.M.

ROLL CALL

Commissioners Present
Nery Gotico (arrived 5:11 P.M.)
Eddie Marshall
Janice Mirikitani

Commissioners Absent
Blanche Brown
Denise Roth

NOTE: ALL ADOPTIONS ARE UNANIMOUS UNLESS OTHERWISE NOTED.

I. **WritersCorps Update**
Janet Heller reported on teacher interviews: WritersCorps is hiring five new and three returning teachers in FY 2000-01 including Gloria Yamato. Playwright Peter Tamaribuchi and other WC teachers will be formally introduced to the CAE Committee in October or November 2000. Returning teachers are Cathy Arellano, Michelle Matz, Alison Seevak. New teachers Danielle Montgomery, Jessica Rosenfeld, Chad Sweeney, Peter Tamaribuchi, and Gloria Yamato.

The WritersCorps anthology *Smart Mouth* received a positive review in the *SF Bay Guardian* by Jenny Joseph and Ms. Heller distributed copies. WC is strategizing how to increase book sales and it's rumored that chain bookstores may buy large quantities of the anthology. WC is at the end of its fall planning process and Nancy Gonchar will bring the WC budget to the September executive committee meeting. Richard Newirth noted that he found the new WC teachers to be quite impressive. Commissioner Mirikitani mentioned the upcoming October 15 Youth Speaks event in which Glide Foundation and WC are participating.

2. **Chinatown Community Arts Program (CCAP) Update**
Janice Hom reported on upcoming events and invited everyone to attend: *Night of the Rising Stars* on August 19 featuring students from the SF Wu Shu Team, SF Taiko, and the Chinese Folk Dance Association; *Melody Chorus Society* on August 26 featuring Western and Chinese folk songs and opera; and *Mail Order Brides* exhibition August 29. Mr. Newirth noted that *Mail Order Brides*, a group of Filipina artists who have been working together for nine years, had been commissioned by the Market Street Series and was also in the de Young recently.

3. **Arts Education Update**
Liz Lerma reported that the Arts Education Officer announcement had not yet been published since it was necessary to look at the city's hiring lists first.

4. **Program Director's Report**
Ms. Lerma provided background on the agenda item "Discussion and possible motion regarding the cultural centers giving program preference to members of the neighborhood." In May 1999 CAE received a complaint from a citizen who tried to enroll in a popular Mission Cultural Center for Latino Arts (MCCLA) class in children's education. She was told that MCCLA offered the class to neighborhood members first. The problem was resolved by allowing the child to enroll in the class. The policy, of giving program preference to neighborhood applicants as opposed to enrollment based on a first come, first serve basis, requires review and clarification because SFAC staff received a public complaint. In pursuit of clarification Ms. Lerma consulted with the city attorney's office, whose comments are paraphrased as follows:

Since there are only four city-owned cultural centers to serve all of San Francisco, this kind of preferential policy denies equal access to people living in or visiting areas of San Francisco that do not have a cultural center offering free or low-cost programming. The hotel tax reallocation legislation, which provides the majority of revenue for all four cultural centers, states that the centers "remain open and accessible" and requires community support boards to address the issue of increasing community outreach. In addition, as hotel tax funding recipients, the centers need to extend their outreach outside of San Francisco to contribute to the sustainability of this funding source.

However, since the city charter does not mandate an equal access policy for cultural center programming, the city attorney's office recommended this policy decision be made by the mayor. Ms. Lerma stated she requested input from the mayor's office several times without any response. Assuming that the mayor wanted the arts commission to determine the policy, she brought the issue to the CAE committee. Ms. Lerma recommended that the CAE Committee establish an equal access, nonpreferential policy for participation in cultural center programs. Community

members present at the meeting were then invited to comment.

Commissioner Mirikitani clarified for members of the public that the full commission, not the CAE Committee, determines policy.

Mission Cultural Center for Latino Arts (MCCLA) Director Jennie Rodriguez clarified that 90% of MCCLA classes were open to everyone in the city, but the class in question had been targeted for 70 Mission District youth regardless of race or gender. Bayview Opera House/Ruth Williams Memorial Theater (BVOH) Director Shelly Bradford-Bell observed that BVOH is required by another city contract to serve their immediate neighborhood. BVOH classes are offered on a first-come, first-serve basis. Flyers are distributed to the entire school district. Ms. Bell stated that she would prefer having an abundance of students from other districts: in that instance, the center would simply add another class.

SomArts Director Jack Davis commented that it is a SomArts policy to reserve some seats in class for neighborhood residents, mostly Filipino. Other classes are reserved for high-risk youth. Mr. Armando Ortiz of MCCLA stated that he believes that the gang problem in the Mission would be exacerbated if Mission youth didn't receive priority in some MCCLA classes.

Commissioner Mirikitani noted the contradiction in the city contracts (one asking the center to serve the entire city, another requiring it to serve the immediate neighborhood). Apparently there were no exclusionary practices but simply a few targeted classes. Since she could see no obvious blanket recommendation, Commissioner Mirikitani asked that SFAC staff look into the matter further.

Public testimony continued as Kola Thomas, former director of the Center for African and African-American Art and Culture (CAAAC), requested a release of funds for the center. Mr. Thomas noted that the center budget had grown in the past 10 years, that he saw the center as vital to combating drug problems in the neighborhood, and although his resignation was the ultimate sacrifice, he saw it as part of positive changes in a growth process. CAAAC Board Members Deborah Craig and Rosemary Johnson reiterated the requests for a release of funds for CAAAC.

Commissioner Gotico arrived at 5:11 P.M.

Public testimony continued as Ms. Nontsizi Cayou of CAAAC stated that the center was an umbrella organization for other 501(c)(3)s vital to San Francisco's cultural heritage. She also stated that work was being done to meet all city requirements.

Director of Cultural Affairs Richard Newirth referred to a recent meeting at CAAAC attended by himself, Commissioner Brown, and Liz Lerma where SFAC representatives stated a desire to figure out a way to gradually infuse funds into CAAAC so that the organization could correct deficiencies and continue to provide service to the public, rather than provide no service and close from lack of funds. At that meeting a commitment was made by SFAC representatives and CAAAC leadership to work together with the controller's and city attorney's offices to arrive at a solution whereby reimbursements from FY 1999-00 could be processed if conditions are met.

Ms. Lerma reviewed the two main noncompliance issues: 1) CAAAC's incomplete documentation for $30,000 received from the arts commission's Cultural Equity Grants (CEG) program, and 2) Noncompliance with recommendations from the city controller's office audit report.

Mr. Newirth will send a letter to CAAAC Acting Executive Director Dr. Oba T'Shaka delineating necessary requirements, and also put a motion on the August 14, 2000 full commission agenda to process FY 1999-00 reimbursements if conditions are met. Commissioner Mirikitani stated that the release of funds would be conditional and depend on CAAAC's responses and an ongoing rapport with current CAAAC board and staff.

Ms. Craig asked if release of funds depended on the resolution of both issues. Mr. Newirth replied that the controller's office issues were relatively easy to resolve, although he was not yet sure about the CEG issue of insufficient documentation to verify CAAAC's expenditures. If the CEG documentation issue was not resolved, CAAAC's funds might be reduced by the amount of the CEG funds ($30,000). Community advisory board members requested copies of the letter to the center. Ms. Lerma mentioned that the next CAE Committee meeting, September 12, 2000, would be a special meeting where public comments were invited (also 4:30 P.M. in Suite 70).

A. Motion to modify PSC # 3062-99/00 for WritersCorps Training Coordinator through September 1, 2000.
   Moved: Commissioner Marshall
   Second: Commissioner Mirikitani

2. Motion to pay Robert Uhrle up to $300 for WritersCorps teacher selection panel from DCYF funds.
   Moved: Commissioner Marshall
   Second: Commissioner Gotico

3. Motion to pay Poetry Flash up to $300 for advertising WritersCorps projects from Haas funds.
   Moved: Commissioner Marshall
   Second: Commissioner Mirikitani

4. Motion to enter into contract with the following first year WritersCorps teachers for up to $17,000 from DCYF and Juvenile Probation funds: Danielle Montgomery, Jessica Rosenfeld, Chad Sweeney, Peter Tamaribuchi and Gloria Yamato.
   Moved: Commissioner Gotico
   Second: Commissioner Marshall

5. Motion to enter into contract with the following returning WritersCorps teachers for up to $23,000 from DCYF and Haas funds: Cathy Arellano, Michelle Matz and Alison Seevak.
   Moved: Commissioner Gotico
   Second: Commissioner Marshall

6. Motion to enter into contract with the WritersCorps poet-in-residence Kim Nelson for up to $23,000 from Juvenile Probation funds.

Moved: Commissioner Marshall
Second: Commissioner Mirikitani

7. Motion to approve a $10,000 grant to the San Francisco Foundation Community Initiative Fund for the AEFC Professional Development Project for 2000-01 from the Youth Arts Fund.

   Moved: Commissioner Gotico
   Second: Commissioner Mirikitani

8. Motion to approve the expenditure of up to $33,000 from the 2000-01 Grants for the Arts fund to the following organizations for neighborhood festivals pending written confirmation from GFTA:

Arts Providers Alliance of SF (Intersection for the Arts)	1000
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Urban Youth Arts Festival (Precita Eyes Muralists)	3250
Youth Arts Festival (SFUSD)	6000
	$33,000

   Moved: Commissioner Marshall
   Second: Commissioner Gotico

Commissioner Mirikitani recommended that reimbursements be paid to CAAAC pending compliance of terms. Ms. Lerma drafted the following motion for the CAE Committee Reports section of the next full commission meeting: Motion to approve the processing of 1999-2000 Center for African & African American Art & Culture (CAAAC) reimbursement requests pending staff review and approval of CAAAC's response to and resolution of the remaining deficiencies regarding the Controller's Office Audit recommendations and the Cultural Equity Grant final report.

Commissioner Mirikitani left the meeting at 5:30 P.M. Commissioner Gotico took over as chair and the commissioners continued to hear public testimony. Robert Henry Johnson, of the Robert Henry Johnson Dance Company, testified how he started training for his future career at CAAAC at the age of seven.

Ms. Edris Cooper-Anifowoshe expressed concerns about problems with the center's availability for her classes. Ms. Lerma reiterated that the next CAE Committee meeting would include public testimony, and agendas would be posted at the main

library and online at sfac.sfsu.edu. Mr. Idris Ackamoor described a "love-hate relationship" with CAAAC over the past 10 years and suggested that interested parties form a task force to address how the facility can best serve the community. Ms. Doris Rowe of Go Productions stated that she was in the process of building a program to help with stabilizing the center.

There was no new or old business. Commissioner Gotico adjourned the meeting at 5:51 P.M.

Minutes reviewed by

_____

Signature
9-7-00

[ACCESSIBILITY INFORMATION | CAE Committee| Meetings Index]

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COMMUNITY ARTS & EDUCATION COMMITTEE

September 12, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

AGENDA

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I. **WritersCorps Update**
Janet Heller
Staff report.

Chinatown Community Arts Program (CCAP) Update
Janice Hom
Staff report.

II. **Arts Education Update**
Staff report.

III. **Program Director's Report**
Liz Lerma
Staff report.

A. CAE Committee to hear public testimony regarding issues related to the Center for African & African American Art & Culture.

IV. **New Business**

SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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FEB 19 2004
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September 12, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

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9/12/00

Minutes

Commissioner Roth called the meeting to order at 4:38 P.M.

ROLL CALL

Commissioners Present
Blanche Brown
Eddie Marshall
Janice Mirikitani
Denise Roth

Commissioners Absent
Nery Gotico

NOTE: ALL ADOPTIONS ARE UNANIMOUS UNLESS OTHERWISE NOTED.

I. **WritersCorps Update**
Liz Lerma distributed WritersCorps' 2000-01 program objectives, new updates, and staff and teachers bios.

2. **Chinatown Community Arts Program (CCAP) Update**
Janice Hom reported on upcoming events and invited everyone to attend the *Mail Order Brides: The Untold Story* exhibition which runs through September 30, 2000.

3. **Arts Education Update**
Ms. Lerma reported that the Arts Education Officer announcement is in development.

4. **Program Director's Report**
Ms. Lerma distributed and read a memo updating the sequence of events relative to SFAC's ability to process 1999-00 CAAAC reimbursement requests. At this time, SFAC is waiting for Dr. Oba T'Shaka to respond to Rich Newirth's last letter clarifying outstanding issues. One issue, the confirmation of CAAAC's use of the financial management system designed for all centers, has been addressed by a site visit by the CPA hired by SFAC to develop the system. SFAC is waiting for CAAAC to deliver copies of all sublease agreements and a full accounting of rent due, collected, and outstanding. CAAAC must demonstrate it is acting fairly and equitably with respect to all resident organizations and/or provide a written plan to come into compliance with this condition by June 30, 2001. The other remaining issue is the confirmation of a complete system to track all non-monetary contributions.

Commissioner Roth opened the meeting for public testimony regarding issues related to the Center for African & African American Art & Culture (CAAAC). Twenty-two community members spoke. April Moseley read a poem describing her dream of a cultural renaissance at CAAAC. Acting Director Dr. Oba T'Shaka noted that although the center had been in crisis since the end of June, they had met three payrolls without city reimbursements. Dr. T'Shaka sees the current crisis as an opportunity to improve the center. CAAAC is doing its best to meet city requirements by reorganizing staff positions, completing financial reports on time, and using the center's QuickBooks system, which has been operational for two years but not used by former management. Idris Ackamoor and other community members had discussed forming a task force to address the center's problems.

Commissioner Roth asked when the task force would be in place. Dr. T'Shaka replied that he thought it would form in December 2000, after the conference on the state of African-American art and culture. Other center staff mentioned that the independent consultant's report on the center's financial controls were positive, the center appeared to be cleaner and communications among staff had improved. Professor Nontsizi Cayou read a letter from former Community Arts and Education Director Sonia Manjon supporting the center's new management. Sumiko California from Iconoclast Productions emphasized that the center's survival was vital to insuring an African-American community presence in the neighborhood. Mary Mulaney from California Lawyers for the Arts cited the success of its three-month welfare-to-work program that operates in cooperation with CAAAC. Other community members voiced their support for the CAAAC's new management and spoke about the programs for youth and other constituents that they were planning to bring to the center.

Bayview Opera House (BVOH) Director Shelley Bradford-Bell stated that all of the centers had experienced similar problems at one time. Mission Cultural Center for Latino Arts (MCCLA) Director Jennie Rodriguez added that she believed the crisis could be turned around. CAAAC Board Member Doris Rowe is setting up a resident companies meeting that support the task force. Commissioner Roth asked to be notified about the meetings. Other board members chimed in that they were willing to do whatever it took to meet the city requirements and get the center into good working order. Commissioner Roth closed the floor at 5:39 P.M.

Commissioner Brown asked how many community organizations were housed at CAAAC. Dr. T'Shaka responded that there were five and listed them: BES Children's Theater, Cultural Odyssey, Go Productions, SF African American Historical and

Cultural Society, and Wajumbe Cultural Institution. Commissioner Roth stated that a public information binder compiled by the Community Arts and Education facilities manager and program assistant would be available upstairs in Suite 240 during business hours. The binder contains the memos distributed at this meeting and other documentation related to city reimbursements. Everyone was encouraged to attend the follow-up meeting scheduled for October 10, 2000 at CAAAC. Commissioner Mirikitani thanked everyone for showing up since the commissioners couldn't do their job well without public testimony.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:42 P.M.

9-26-00

[ACCESSIBILITY INFORMATION | CAE Committee| Meetings Index]

SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

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10/3/00
Cancelled

PROGRAMS

CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
PERFORMING ARTS
PUBLIC ART

CULTURAL EQUITY GRANTS
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CIVIC ART COLLECTION
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SUITE 70

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Notice

MEETING OF THE

COMMUNITY ARTS & EDUCATION

PROGRAM COMMITTEE

Tuesday October 3, 2000

At the Center for African & African American Art & Culture

HAS BEEN CANCELLED.

It has been rescheduled for October 18, 2000 at 4:30 p.m.

The rescheduled meeting place to be announced.

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CITY AND COUNTY OF
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SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

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Cancelled
(Revised)

PROGRAMS
CIVIC DESIGN REVIEW
COMMUNITY ARTS & EDUCATION
PERFORMING ARTS
PUBLIC ART

CULTURAL EQUITY GRANTS
SUITE 60

CIVIC ART COLLECTION
STREET ARTISTS LICENSES
SUITE 70

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Notice

MEETING OF THE

COMMUNITY ARTS & EDUCATION

PROGRAM COMMITTEE

Tuesday October 3, 2000

At the Center for African & African American Art & Culture

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The rescheduled meeting place to be announced.

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COMMUNITY ARTS & EDUCATION COMMITTEE

November 14, 2000

4:30 P.M.

25 Van Ness Avenue, Suite 70

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AGENDA

The Community Arts & Education Program Committee Meeting scheduled for November 14, 2000 at 4:30 P.M. at 25 Van Ness Avenue, Suite 70, has been cancelled.

[ACCESSIBILITY INFORMATION | CAE Committee| Meetings Index]

SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

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2/12/00

COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

DECEMBER 12, 2000 • 4:30 P.M. "Cancelled"

San Francisco Arts Commission, Suite 70

25 Van Ness Avenue • San Francisco, California 94102 • 252-2598

PROGRAMS

CIVIC DESIGN REVIEW
COMMUNITY ARTS & EDUCATION
PERFORMING ARTS
PUBLIC ART

CULTURAL EQUITY GRANTS
SUITE 60

CIVIC ART COLLECTION
STREET ARTISTS LICENSES
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1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

2 WRITERSCORPS UPDATE

Motion for the Director of Cultural Affairs to enter into contract with Nicole Gonzales to manage WritersCorps Events 2001 in an amount not to exceed $24,975.00 from Juvenile Probation and Youth Arts Funds.

Motion for the Director of Cultural Affairs to enter into contract with Cynthia Bowman Public Relations to provide publicity for WritersCorps in an amount not to exceed $8,000.00 from Youth Arts Fund.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to approve payment to Simone Reynaud not to exceed $4,900 to revise reimbursement forms for the grant agreement and set up a one step data entry system, from Hotel Tax funds.

5 NEW BUSINESS

6 OLD BUSINESS

7 ADJOURNMENT

NEXT MEETING
January 9, 2001, Suite 70, 25 Van Ness Avenue, San Francisco

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SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

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2/12/00 canceled

PROGRAMS
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Meeting Canceled: No Quorum

COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

DECEMBER 12, 2000 • 4:30 P.M. 12/12/00

San Francisco Arts Commission, Suite 70

25 Van Ness Avenue • San Francisco, California 94102 • 252-2598

1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

2 WRITERSCORPS UPDATE

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5 NEW BUSINESS

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NEXT MEETING
January 9, 2001, Suite 70, 25 Van Ness Avenue, San Francisco

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

JANUARY 9, 2001 • 4:30 P.M.
San Francisco Arts Commission, Suite 70
25 Van Ness Avenue • San Francisco, California 94102 • 252-2598

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

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1 WRITERSCORPS UPDATE

2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to grant up to $20,000 from Grants for the Arts carryforward funds to Intersection for the Arts, fiscal sponsor for the co_lab project, an exhibition of new artwork by San Francisco artists and young people, organized by SFAC CAE and Gallery Programs and San Francisco State University Art Department and Inter-Arts Center, in collaboration with the Fine Arts Museums of San Francisco, Education Department, and Southern Exposure and Meridian Galleries.

Review, discussion and possible motion to approve CAAAC's 2000-01 Management and Programming Plan and budget.

NEXT MEETING
February 13, 2001, Suite 70, 25 Van Ness Avenue, San Francisco

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

January 9, 2001

4:30 P.M.

25 Van Ness Avenue, Suite 70

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Minutes

Commissioner Roth called the meeting to order at 4:40 P.M.

ROLL CALL
Commissioners Present
Blanche Brown
Nery Gotico
Denise Roth

Commissioners Absent
Eddie Marshall
Janice Mirikitani

1. **WritersCorps Update**
Janet Heller reported that John S. from Log Cabin Ranch is the MLK freewrite contest winner. He has become very involved in the WritersCorps program, particularly The Book Spot (library). John S. will read his poem on January 15th between 1:00 and 1:30 at the Civic Auditorium.

The first of three Slams will be at Borders on January 27th between Log Cabin Ranch and the Center for Young Women's Development. The Slams will take place in a new location this year, the third floor Children's section of Borders. Ms. Heller encouraged Commissioner Roth to be a judge and welcomes all Commissioners to be a part of the Slams. Commissioner Roth encouraged other Commissioners to participate and support the event.

WritersCorps has been working with Small Press Distribution on the Book Spot project and received $10,000 from the Lurie Foundation. The Book Spot project, in its third pilot year, is now funded more by private funds than by City funds. Mr. Newirth suggested applying to the NEA for a Challenge America grant, which is due in February. It's targeted for rural and underserved communities in amounts up to $20,000.

Commissioner Brown arrived at 4:47 P.M.

2. **Chinatown Community Arts Program (CCAP) Update**
Janice Hom announced the Chinese Spring Festival, February 3rd-4th from 1-4PM. Food and arts and crafts will be featured in the lobby, and cultural performances including poet Charlie Chin, Kearny Street Workshop, San Francisco Gu Zheng Society, a magician and the East Bay Children's Choir will be presented in the auditorium of the Chinese Culture Center.
3. **Arts Education Update**
Liz Lerma reported that the new Arts Education Officer, Rachelle Axel, will start on January 22nd and the Arts Education Assistant is on a one-month vacation in Europe. Ms. Lerma has been maintaining the grants and applications in the interim as the AEFC Project Director. AEFC received $30,000 from the Walter and Elise Haas Fund and $25,000 from a new funder, the Koret Foundation.

Mr. Newirth reported that Frances Phillips at the Haas Foundation mentioned she's happy that the Arts Commission brought in a new funder to the collaborative.

4. **Program Director's Report**
Ms. Lerma handed out information on co_lab, a project in development for March 2002. Co_lab is a collaborative exhibition on community arts focussed on youth, which will be presented at San Francisco State University's gallery, the Arts Commission Gallery, City Hall and, if necessary, in the Arts Commission Grove Street Gallery windows and City Site.

The project developed as CAE and the Gallery wanted to partner on an exhibition to focus on community arts in the City. At the same time, San Francisco State University Fine Arts Gallery and Fine Arts Department were planning an exhibition focussed on community arts and youth arts. The two programs at the Arts Commission and the two departments at SFSU are collaborating together along with the Fine Arts Museums, which will host a related symposium. Related exhibitions by other agencies and non-profits will also be promoted by the project. The project involves 15 artists developing works with youth groups to be presented in the exhibition. WritersCorps is involved at Log Cabin Ranch and the Girls After School Academy. Attendance could be as large as 45,000 with 10,000 invitations sent to SFSU and Arts Commissions mailing lists.

Commissioner Gotico arrived at 5:00 P.M.

Mr. Newirth reported that he told the Full Commission on January 8th that the motion to review, discuss and possibly move to approve Center for African and African American Art and Culture's (CAAAC) 2000-01 Management and Programming Plan (MPP) and budget would be pulled from today's agenda because we didn't receive the

information in a format or content that was acceptable.

The Arts Commission including Mr. Newirth, Commissioner Roth, Ms. Lerma and Carol Marie Daniels explained the outstanding issues with the MPP and budget submission to Dr. T'Shaka and Professor Cayou at a meeting on Friday, January 8th. Commissioner Roth gave examples of outstanding issues with CAAAC's MPP such as numbers without explanations, budget items that don't add up, inconsistencies in projected attendance and actual attendance, programs listed and then left out or missing projected costs. Mr. Newirth said that when the third submission arrived on Monday with the same inaccuracies, he advised Ms. Lerma to stop spending staff time on corrections.

Ms. Lerma informed Dr. T'Shaka and Professor Cayou that she could not recommend approving the MPP and budget. At this point, she had not yet heard back from them.

Ms. Lerma went on to explain that this is the third submission we've received from CAAAC. Each time, we've responded in writing to explain explicitly what problems needed to be corrected or clarified. As a staff person, she's frustrated with clarifying the problems to see the MPP return with the same mistakes. Mr. Newirth instructed Ms. Lerma to stop spending staff time on reviewing the MPP and budget because the Arts Commission staff hasn't spent this much time on paperwork from any other Cultural Center. With the receipt of almost one half million public dollars, the responsibility for accurate spreadsheets and providing program information should lie on the Center's staff.

Commissioner Roth requested that CAAAC provide a YTD financial statement for all expenses to see the money generated and costs for events that have already occurred. Mr. Newirth clarified that the financial statement includes a profit and loss statement, balance sheets, and change in assets. Ms. Lerma agreed that the request should be easy to execute because the Cultural Centers use Quick Books per a 1997 agreement.

Commissioner Roth invited public comment.

Glenn Nance from the African American Historical and Cultural Society (AAHCS), a resident at CAAAC asked at what stage the directors of CAAAC are in terms of receiving Arts Commission funds and if feedback was given about the issues in the submitted budget.

Mr. Newirth explained that each Cultural Center submits a budget and programming plan at the beginning of the year to the Arts Commission before the money is released. The Arts Commission reviews the document, returns the budget with a memo of questions if necessary, then the Cultural Centers submit a corrected version. A number of compliance issues with CAAAC needed to be resolved before the Arts Commission looked at the budget, but there have been three exchanges between CAAAC and the Arts Commission with continued inconsistencies and gaps of information throughout the document that do not hold together.

At a two-hour meeting on Friday with Commissioner Roth, Mr. Newirth, Ms. Lerma, Ms. Daniels, Dr. T'Shaka and Professor Cayou, the Arts Commission clarified all the questions we had regarding CAAAC's MPP and budget and said if everything was

correct on Monday morning, it would be brought to the committee for approval. On first glance on Monday, the math was still wrong, so Mr. Newirth instructed Ms. Lerma to pull the motion and to stop spending more time looking at the document.

Mr. Nance asked what the next step is and Mr. Newirth responded that the Arts Commission staff have informed Dr. T'Shaka and Professor Cayou that the document is still not acceptable. They need to make all the corrections given last week before the document will be reviewed again. In addition, Commissioner Roth asked for financial statements to date so we can see how the organization is operating. We can also compare the financial statements to the budget they submit.

Mr. Nance asked how long CAAAC will have to straighten everything out.

Mr. Newirth replied that it rests with the Commission, who wants to provide support to all the Cultural Centers and must determine how to best do that. The Arts Commission bears responsibility for the management for both the funds and the facility. Commissioner Roth added that the Commissioners have a responsibility to the community, the artists and the tenants.

William Haskins with AAHCS encouraged support for the current proposal and said that he was not aware of the problems the Arts Commission was having with CAAAC. As a resident in CAAAC, he asked for support and said that AAHCS and CAAAC are important to the community and cannot continue with out Arts Commission support.

Commissioner Brown stated that she has been involved with CAAAC for a long time and the questions the Arts Commission asked can be answered yet they're not being answered. The Arts Commission staff and Commissioners are all frustrated that we can't get a clear picture of what's going on.

Mr. Haskins said he spoke with Professor Cayou on Friday and was under the impression that everything was close to being resolved. However, as a principal resident organization, he did not have direct input into the final document.

Eloise McKinney-Johnson, a life member of AAHCS, pointed out that the library and museum are legal property of AAHCS, not CAAAC. She is concerned about the future of the library because their part of the building is damaged to the point that risks their archival materials. The poor condition of the library puts the current archives at risk and also inhibits the donation of other archival materials to AAHCS.

Ms. Lerma stated that she is aware that the west wall of the facility leaks and the Department of Public Works is looking at how to fix it. She encouraged AAHCS to move the original documents to another area.

Ms. McKinney-Johnson asked the City to provide a safe place to move because they have no place to grow. Commissioner Brown commented that the building is huge and perhaps AAHCS could move to a safer area within CAAAC. Ms. McKinney-Johnson said they would have to negotiate that with the CAAAC but wanted the Arts Commission to know that this is a concern of the library.

Ms. Roth said the Commission asked CAAAC for updates on capital improvements and the renovation process to get a sense of how the building is maintained. Ms. Lerma responded that several years ago, a proposal for a large renovation project was approved by the Arts Commission, which was inquired about during the meeting on Friday. Ms. Lerma said a partial renovation update was in the latest MPP. She has received many updates in the past but the project has never begun beyond the planning phase. An update on that approved renovation project should appear in the proposed MPP and budget.

On page 18 in CAAAC's current MPP, they refer to improving a ticket booth and gift stand in April 2001 and improving a bathroom in June 2001. Commissioner Brown asked if the MPP mentioned anything about improving the library as the library seems more urgent than a ticket booth.

In summary, the Commissioners encouraged the CAAAC to provide AAHCS with a better place to protect their documents.

Mr. Nance added that CAAAC is in an interim set-up but they are determining long range plans for the Center. Today is the first time they're hearing some of the things brought up at this meeting. AAHCS should get more involved in resolving outstanding issues at the Center.

Commissioner Roth stated she's happy that AAHCS attended the meeting to see that they are concerned and to hear from other voices at CAAAC. Perhaps the AAHCS can get some answers and accomplish things the Arts Commission has not been able to do. She encouraged them to stay in contact with the Arts Commission.

5. **There was no new or old business. Commissioner Roth adjourned the meeting at 5:34 P.M.**

1-21-01

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SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

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COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

FEBRUARY 13, 2001 • 4:30 P.M.
San Francisco Arts Commission, Suite 70
25 Van Ness Avenue • San Francisco, California 94102 • 252-2598

1 WRITERSCORPS UPDATE

Motion for the Director of Cultural Affairs to enter into contract with Lisa Kahaleole Hall for WritersCorps Outreach Coordinator up to $7500 from DCYF Funds.

Motion to pay Ed Kashi, photographer for up to $6000 for the 2001 WritersCorps anthology from Youth Arts Funds.

Motion for the Director of Cultural Affairs to enter into contract with Megan Boler as a WritersCorps Evaluator for up to $6000 from Juvenile Probation Funds.

2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

Motion to pay Melody Chorus Society up to $2600 for "Millennium Concert" from Grants for the Arts Funds.

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

NEXT MEETING

March 13, 2001; Bayview Opera House, 4705 Third Street, San Francisco.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

February 13, 2001

4:30 P.M.

25 Van Ness Avenue, Suite 70

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Minutes

Commissioner Roth called the meeting to order at 4:30 P.M.

ROLL CALL
Commissioners Present
Denise Roth
Eddie Marshall
Janice Mirikitani

Commissioners Absent
Blanche Brown
Nery Gotico

1. **WritersCorps Update**
Janet Heller reported that WritersCorps is starting on its annual anthology with production through April. We have received over 200 submissions for the anthology including 8-9 submissions from WritersCorps teachers. Photographer for the project, Ed Kashi has both a national and international track record and will produce photos for the interior, cover, and poster for the anthology.

WritersCorps wrapped up January with great media attention for the 2001 winner of the Martin Luther King Jr. Freewrite contest, which annually honors the principles of civil rights, freedom and service. Log Cabin Ranch resident, John S., a 17 year old WritersCorps youth, talks about using detention to rebuild his life and focus on books, learning and school. On January 15, John S. read his poem at the MLK Jr. event at Bill Graham Civic Auditorium and participated at the Glide Celebration. The

San Jose Mercury News featured his story, which generated seven more stories including NYtimes.com, CNN, ABC and KTVU. The relationship WritersCorps maintains with Department of Juvenile Probation is important and they were thrilled to have such positive press. In addition, individual audience members have responded positively in writing and verbally after the event. John S. responded well to the media attention and will be released in early March.

Commissioner Marshall inquired about John's care and plans upon release.

Ms. Heller responded that he plans to go back home in Washington to his mother and would like to attend Boise State University.

The next Youth Poetry Slam is Saturday, February 24th at Borders between Everett Middle School, GASA and Ida B. Wells School. The event may be webcasted.

2. **Chinatown Community Arts Update**
Janice Hom announced the Chinese Spring Festival on February 3rd-4th went well, with about 5,000 visitors each day. The next event will be the San Francisco Symphony Chamber Music Concert on March 18, at 2:00 p.m. The event will feature 70 minutes of chamber music performed by three instrumentalists in the Chinese Culture Center's auditorium.

3. **Arts Education**
Rachelle Axel reported that AEFC started the Mini Institutes with workshops at Sheriden and West Portal Elementary Schools. By year-end, there will be 15 workshops with at least 15 teachers per workshop.

Commissioner Mirikitani arrived at 4:45.

The San Francisco PTA is organizing Family Art Day on March 17, 2001 from 9:00 a.m. to 12:00 noon at Potrero Hill Middle School of the Arts, 655 De Haro Street. The event features a workshop for parents and children with hands-on arts activities, conversations with artists, and resources for parent involvement in the arts. It is made possible by a grant from the SFAC and sponsored by the Every Child Can Learn Foundation.

AEFC has published the 5th edition of Leadership Profiles. This publication, titled *The Art of Trust*, focuses on artist/teacher collaboration and best practices. It will be on the web soon at www.sfinsideout.org.

AEFC received funding from the CAC's Arts Education Partnership program. CAC awarded AEFC $67,000, the largest grant amount. Ms. Axel is looking into other possible grants from foundations, CAC and the Department of Education.

Commissioner Mirikitani made the following motion:
Motion for the Director of Cultural Affairs to enter into contract with Lisa Kahaleole Hall for WritersCorps Outreach Coordinator up to $7500 from DCYF Funds.
The motion passed unanimously.

Commissioner Mirikitani made the following motion:
Motion to pay Ed Kashi, photographer for up to $6000 for the 2001 WritersCorps anthology from Youth Arts Funds.
The motion passed unanimously.

Commissioner Marshall made the following motion:
Motion for the Director of Cultural Affairs to enter into contract with Megan Boler as a WritersCorps Evaluator for up to $6000 from Juvenile Probation Funds.
The motion passed unanimously.

Commissioner Marshall made the following motion:
Motion to pay Melody Chorus Society up to $2600 for "Millennium Concert" from Grants for the Arts Funds.
The motion passed unanimously.

4. **Program Director**
Community Arts & Education Program Director, Liz Lerma was not present due to illness, but Commissioner Roth informed the committee that CAAAC submitted a new MPP and budget. Commissioner Roth asked Carol Marie Daniels, Cultural Facilities Manager, to report on the most recent CAAAC document. Ms. Daniels distributed a copy of the latest submission and reviewed the responses to the previous Arts Commission memo that outlined outstanding questions.

As Commissioner Roth reflected that this submission is inadequate in answering all of our questions, a member of the community stepped forward. Mr. Charles Gibson-McClinton, a CAAAC Advisory Board member asked to have the questions spelled out in writing.

Commissioner Roth responded that the staff has documentation of the questions in writing to CAAAC.

Mr. Gibson-McClinton reiterated that language is important and that if the Arts Commission wants something that CAAAC is not providing, the Arts Commission should spell it out. He recalled a request on a Friday by telephone with a Monday deadline. In addition, he stated that when CAAAC does make the requested corrections, they are not on the agenda.

Mr. Gibson-McClinton asked if the meeting was being recorded. Commissioner Roth answered in the affirmative. He requested a transcript of the recorded minutes from this meeting. He also requested that information be made public when committee meetings are cancelled due to lack of a quorum. He would like to know which Commissioners could and which Commissioners could not attend.

Commissioner Roth stated that she would look into it. She noted that rule changes must go to the Full Commission.

Commissioner Mirikitani reiterated that the staff does the polling for a quorum, and that Commissioner Roth will ask the staff to respond to Mr. Gibson-McClinton's question.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:05 P.M.

Next Meeting
March 13, 2001, at Bayview Opera House Ruth Williams Memorial Theater, 4705 Third Street, San Francisco

2-26-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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COMMUNITY ARTS & EDUCATION COMMITTEE

March 13, 2001

4:30 P.M.

Bayview Opera House Ruth Williams Memorial Theater
4705 Third Street, San Francisco, California 94124
415-824-0386

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AGENDA

I. **WritersCorps Update**
Janet Heller
Staff report.
   1. Motion to approve payment to guest artist, S. Kwaku Daddy in an amount to not exceed $500 from Juvenile Probation for WritersCorps
   2. Motion to approve payment to guest artist, Mandjou Kone in an amount to not exceed $500 from Juvenile Probation for WritersCorps
   3. Motion to approve youth honoraria payment to Marianynez Carrasco, in an amount to not exceed $500 from DYCF Funds.
   4. Motion to approve payment to copyeditor Gail Nelson, up to $1000 from Borders and Youth Arts Fund for copyediting Teachers' Manual .
   5. Motion to approve payment to Audio Engineer Stuart Rosenthal for up to $700 from Borders and Youth Arts Fund for recording student forum for

evaluation and promotional purposes.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Staff report.

4. **Program Director's Report**
   Liz Lerma
   Staff report.
   1. Motion to approve a $3250 grant to SOMA Youth Arts Festival from the 2000-01 Grants for the Arts festivals fund.
   2. Motion to approve the concept design for Bayview Opera House Ruth Williams Memorial Theater Plaza.
   3. Motion to approve application to Metropolitan Transportation Commission as a co-applicant with MUNI and Bayview Opera House, Inc. for a Transportation for Livable Communities Capital Program grant for $2 million.
   4. Motion to authorize the Director of Cultural Affairs to enter into contract with Mary Edwards to provide human resource consulting towards a CAE workflow plan in an amount not to exceed $7055 from Hotel Tax Funds.
   5. Motion to approve the following pool of panelists for Programs in the Community grant selection:

      Marie Acosta Ponce
      Juana Alicia, Institute for Urban Arts
      Alexandra Redfield, Mexican Museum
      Anne Brodsky, Meridian Gallery
      Susan Cervantes, Precita Eyes
      Grant Din, Asian Neighborhood Design
      Gary Draper, Performing Arts Workshop
      Tom Ferentz, 6th Street Photography
      Deedra Jackson, DCYF
      Gloria Jaramillo, Mexican Museum
      Safi Jiroh
      Lester Jones, Zellerbach Family Fund
      Emily Keeler, San Francisco Arts Education Project
      Sunny Le, Pro Arts
      Nancy Legge, Marin Arts Council
      Nashormeh Lindo
      Carolyn Mason, Performing Arts Workshop
      Tomye Neal-Madison, Lillian Paley Center
      Nancy Ng
      Karen Ransom, Oakland Museum
      Joe Rodriguez, San Jose Office of Cultural Affairs
      Alrene Schwartz, MOCHA

John Seto
Diem Jones, East Bay Center for Arts
Angela Johnson

6. **New Business**

7. **Old Business**

8. **Adjournment**

3-7-01

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ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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March 13, 2001

4:30 P.M.

Bayview Opera House Ruth Williams Memorial Theater

4705 Third Street, San Francisco

Minutes

Commissioner Roth called the meeting to order at 4:52 P.M.

ROLL CALL
Commissioners Present
Denise Roth

Blanche Brown
Eddie Marshall
Janice Mirikitani

Andrea Cochran from the Civic Design Committee

Commissioners Absent
Nery Gotico

WritersCorps Update
Janet Heller reported that WritersCorps started production on its annual anthology. WritersCorps has begun recruiting teachers for next year. Two thirds of the teaching staff will return and we will be seeking three to four teachers for next fall. We will pass out recruitment flyers at April meeting and since word of mouth is the best recruitment method, we hope that the Commissioners, particularly Commissioner Mirikitani, can get the word out. Applications are due May 11.

WritersCorps recently held a youth evaluation forum with a representative from each WritersCorps

agency. Ten young people age 8-21 talked about what they get out of WritersCorps. We found that what they care about most is the opportunity to write and share their feelings. These evaluations impact WritersCorps' long range planning and promotion.

Commissioner Mirikitani made the following motion:
Motion to approve payment to guest artist, S. Kwaku Daddy in an amount to not exceed $500 from Juvenile Probation for WritersCorps
The motion passed unanimously.

Commissioner Marshall made the following motion:
Motion to approve payment to guest artist, Mandjou Kone in an amount to not exceed $500 from Juvenile Probation for WritersCorps
The motion passed unanimously.

Commissioner Mirikitani made the following motion:
Motion to approve youth honoraria payment to Marianynez Carrasco, in an amount to not exceed $500 from DYCF Funds.
The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to approve payment to copyeditor Gail Nelson, up to $1000 from Borders and Youth Arts Fund for copyediting Teachers' Manual.
The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to approve payment to Audio Engineer Stuart Rosenthal for up to $700 from Borders and Youth Arts Fund for recording student forum for evaluation and promotional purposes.
The motion passed unanimously.

Chinatown Community Arts Update
Janice Hom had to leave early for a meeting in Chinatown so Ms. Lerma gave her report.

On March 18, the San Francisco Symphony and the Arts Commission will present the 2001 Chamber Music Concert at the Chinese Culture Center from 2:00 p.m. to 3:15 p.m. Admission is free, but you do need to reserve tickets.

From March 24-April 28 a photo exhibition called Eastern Exposure will be at the CCAP gallery. The opening is March 24 from 1:00-4:00 p.m. at 750 Kearny Street, inside the Holiday Inn on the third floor.

Arts Education
Rachelle Axel went home sick today, so Ms. Lerma gave the Arts Education report as well.

The Arts Commission's Arts Education Officer acts as the project director for Arts Education Funders Collaborative (AEFC). The Arts Commission contributes $10,000 to a fund involving a dozen foundations and works to put arts education back into the elementary schools. AEFC is in the eighth year of addressing the goal of getting arts education into the elementary schools and has focused on elementary and pre-K child development centers. Superintendent Ackerman met with the Arts Education Funders Collaborative last Thursday and said that she wants to heighten the profile of arts education in all classrooms, especially middle and high school. She may turn to AEFC for support.

AEFC provides funding so that schools can develop their own arts education plan, which involves hiring artists or arts education organizations to come into the schools. The process of paying artists and arts organizations has been problematic due to the K resolution process at SFUSD. To streamline the payment process, Superintendent Ackerman said the K resolution process would be totally different. She would like school planning to be complete by the time the SFUSD budgets are prepared so that payment to artists and arts organizations are pre-approved in the budget.

Superintendent Ackerman supports the AEFC's plan to create three demonstration sites for the third phase of their project activities. The demonstration sites will consist of two elementary schools and one child development center. Each site will receive funding to support comprehensive arts programming. Through in-depth evaluation, it is hoped that the benefits and value of arts education will be demonstrated as a necessary component of a well-rounded education.

Tomorrow at 3:00 p.m. Supervisor Ammiano and Supervisor Maxwell will meet with Board of Education members, Wynns and Mar. The arts education taskforce led by Supervisor Teng is on the agenda, demonstrating that the issue is still alive amongst the Board of Education and the Supervisors, even though Supervisor Teng is no longer on the Board.

Tomorrow at 3:30 the Arts Providers Alliance meets with Supervisor Sophie Maxwell to talk about what happened at the previous day's meeting. Mr. Newirth will be in attendance.

The mini institutes, workshops held at five different schools to provide teachers with more in depth information and practice in the arts and delivering the arts to the children, are in progress. Teachers are attending them and we're receiving good feedback.

One more monograph, published essays focussing on different aspects of arts education in the schools, will be focussed on parents' involvement in arts education.

Program Director
Commissioner Roth thanked Commissioner Cochran from the Civic Design Committee for attending today's meeting to share her expertise.

There have been a couple of Bayview Opera House (BVOH) Plaza design charettes involving MUNI staff, Arts Commission staff, Mayor's Office of Economic Development staff, Bureau of Architecture staff, San Francisco Redevelopment Agency staff, and Bayview Opera House's own design team to develop the concept design for the plaza. This is Phase 2 of a larger project. Partial funding has already been received by MUNI for Phase 1 and 3. Ms. Lerma introduced Lisa King, a planner with the San Francisco Redevelopment Agency.

For the past four years, the residents, community organizations, and business people of Bayview Hunters Point have been working together with their elected representatives and staff members in City government toward the physical and economic revitalization of their community. The Bayview Hunters Point Revitalization Concept Plan serves as the physical and economic blueprint for revitalization of the Bayview Hunters Point neighborhood. Recently released by the community, in conjunction with the SF Redevelopment Agency, the Concept Plan calls for the creation of an improved Bayview Opera House plaza, transit center and pedestrian improvements in the center of the community at this key transit node.

With the award of a Transportation for Livable Communities (TLC) Planning Grant by the Metropolitan Transportation Commission (MTC), the "Bayview Connections Project" was initiated in March 1999 to bring City staff and community members together to design pedestrian and streetscape improvements

that will connect transit to retail, service, cultural and residential uses in the heart of the community. These improvements will be the first tangible step toward realizing the community's vision as expressed in the Concept Plan. The improvements will also serve as a demonstration project for collaborative community planning of transportation-related improvements that help make the neighborhood and the City more livable.

With the award of a $2 million TLC Capital Grant for Phases 1 and 2 of the Bayview Connections Project in April of last year, community members, City staff, and consultants have worked with the Bayview Opera House to further the reality of implementing Phase 3, a redesigned Bayview Opera House Plaza. This work has included continued community outreach, planning, fundraising, and refinement of the original conceptual design.

The improvements create a series of activated pedestrian-oriented public spaces, tying a major MUNI transit hub to surrounding residential, commercial, cultural and institutional uses, all in the center of the Bayview Hunters Point community.

Along Third Street, two linked pedestrian spaces will take shape along the Mendell street right-of-way. This corridor will be permanently closed to automobiles, creating a "walking street" connecting major transit stops with retail/food, childcare, cultural and recreational facilities.

The design proposal for Phase 2 funding for the Bayview Opera House Plaza was encouraged by MTC. It focuses on re-connecting the plaza into the community fabric. The existing underutilized plaza area, currently the BVOH parking lot and outdoor garden spaces, will be improved and designed so that it connects clearly across Oakdale Avenue to the Oakdale/Palou Transit Hub. The design of the Bayview Opera House Plaza will further the activities of the cultural and recreational institutions on the Opera House block by creating opportunities for an outdoor performance space, community gardens and public art projects as well as programmed outdoor cultural events.

In Phase 2, BVOH will remodel BVOH Plaza by improving the outdoor stage while keeping truck delivery accessibility, and developing a garden area. The BVOH board is currently planning the renovation of the Opera House as well as building a three-story structure, next to the Opera House, similar to the one which was demolished in the 1970's. Third Street is the major entry corridor to Bayview and the concept design includes switching the front door of BVOH to Third Street, making BVOH an icon for the community. The new building will accommodate commercial and office space as part of the BVOH, and add seismic support to the existing building. At this stage, we are developing a concept design for the plaza; a grant award will be used to work out the details and pay for plaza improvements.

Commissioner Roth asked if all the parking would be eliminated for the garden/plaza area. Ms. Bell responded that the community prefers a park and she does not believe parking will be a problem. The Providence Church will put in a parking lot for the senior center and they have given BVOH permission to use it. There is also parking up the hill around Burnadette School.

Mr. Newirth noted that Commissioner Cochran is a landscape architect and that is why we invited her to this meeting. Commissioner Cochran said that the design has a lot of flexibility and was assured that the design will be refined in meetings throughout the month. Detail planning will begin if we are awarded the grant and as Ms. Bell develops her programming needs. Commissioner Cochran commented that the design indicates a pretty urban plaza with trees and pavement. If it's going to accommodate heavy usage, this strategy will be easier to maintain. However, she heard Ms. Bell describing much more greenery than what is shown in the drawings.

Mr. Glen Nance, involved with Infusion One, a youth group in Hunters Point, sees the importance of the project and would like to see it happen as soon as possible.

A community member asked what considerations have been made in hiring a developer. Ms. Lerma noted that hiring a developer will take place in the future. Commissioner Roth noted that the hiring decision of the developers belongs to BVOH and not the Arts Commission.

Commissioner Mirikitani made the following motion:
Motion to approve the concept design for Bayview Opera House Ruth Williams Memorial Theater Plaza.
The motion passed unanimously.

Commissioner Mirikitani made the following motion:
Motion to approve application to Metropolitan Transportation Commission as a co-applicant with MUNI and Bayview Opera House, Inc. for a Transportation for Livable Communities Capital Program grant for $2 million.
The motion passed unanimously.

Commissioner Marshall made the following motion:
Motion to approve a $3250 grant to SOMA Youth Arts Festival from the 2000-01 Grants for the Arts festivals fund.
The motion passed unanimously.

Ms. Lerma explained that the CAE staff has grown as needed but without strategic planning. WritersCorps and Arts Education have added assistants and, as work became busier with the cultural centers, we hired a cultural facilities manager. This was done in response to additional work, but we have realized that we may not be functioning as efficiently as possible. CAE would like to plan our workflow now by examining who is doing what and how we can work better. The amount of the contract has not yet been negotiated (though the proposed amount includes a 15% discount given to non-profits). The consultant has asked for $7000. We may negotiate a better deal, but would like approval for the full amount.

Commissioner Brown made the following motion:
Motion to authorize the Director of Cultural Affairs to enter into contract with Mary Edwards to provide human resource consulting towards a CAE workflow plan in an amount not to exceed $7055 from Hotel Tax Funds.
The motion passed unanimously.

Commissioner Mirikitani made the following motion:
Motion to approve the following pool of panelists for Programs in the Community grant selection:

Marie Acosta Ponce
Juana Alicia, Institute for Urban Arts
Alexandra Redfield, Mexican Museum
Anne Brodsky, Meridian Gallery
Susan Cervantes, Precita Eyes
Grant Din, Asian Neighborhood Design
Gary Draper, Performing Arts Workshop
Tom Ferentz, 6th Street Photography
Deedra Jackson, DCYF

Gloria Jaramillo, Mexican Museum
Safi Jiroh
Lester Jones, Zellerbach Family Fund
Emily Keeler, San Francisco Arts Education Project
Sunny Le, Pro Arts
Nancy Legge, Marin Arts Council
Nashormeh Lindo
Carolyn Mason, Performing Arts Workshop
Tomye Neal-Madison, Lillian Paley Center
Nancy Ng
Karen Ransom, Oakland Museum
Joe Rodriguez, San Jose Office of Cultural Affairs
Alrene Schwartz, MOCHA
John Seto
Diem Jones, East Bay Center for Arts
Angela Johnson
The motion passed unanimously.

Our PIC panel will meet on March 26 from 8:30-5:00 to review 19 applications for PIC grants that support arts programs by non-arts, community-based or social service organizations. We will assemble the five-member review panel from the approved list.

Ms. Lerma also updated the Commissioners on CAAAC's latest MPP and budget review. Two months ago, Commissioner Roth requested that CAAAC submit a year-to-date financial statement, which they produced. Ms. Lerma followed up with some questions and Dr. Oba T'Shaka responded. They attached an updated financial statement with their latest MPP and budget submission. Ms. Lerma has not been able to complete her review because additional questions have been raised based on the accompanying financial statement, and therefore cannot be put it on the agenda for approval. The questions are beyond her expertise and have been sent to the City Attorney's Office.

Commissioner Roth opened the floor for public comment.

Dr. Oba T'Shaka addressed the Commission. CAAAC's executive board acknowledged mismanagement of the Center once it was discovered and assumed responsibility for correcting it. CAAAC met with Mr. Newirth, Ms. Lerma, and Commissioner Brown in July to demonstrate that the CAAAC board was serious about taking responsibility for the Center's affairs. Dr. T'Shaka offered his services as the interim executive director and CAAAC began using the Quickbooks system (after two years of misuse by the previous director). DPW reported the building was safe, clean, and secure during the summer. The leaking west wall is now being dealt with.

Later in the summer, the Arts Commission told CAAAC what questions they had to answer to receive the remaining 1999-2000 budget reimbursements. They received two reimbursements, but not the last. The last reimbursement request is for approximately $30,000 and has not been reimbursed because of the dates on the cancelled checks.

Dr. T' Shaka said that there are rumors that nothing is going on at the Center. This would be a logical conclusion given that CAAAC has not received any funding for fiscal year 2000-2001. In fact, programming has not only continued, but has increased from the previous fiscal year.

The Historical Society has maintained their library and archives on a weekly basis. The archives are rare

documents particularly on San Francisco African and African American history. Cultural Odyssey and other associates have maintained their programs. Monday night jazz continues. From August to February, CAAAC presented street art on violence and the need to end it. On September 19, Dead Prez performed (a leading rap group) to a group of 400 people. LEGACY TO FRUITION, a play produced by young students, attracted 150 adults and over 400 students from the public schools in January. Poor attendance to Afrikaa Bambata in October made the staff understand that they could only handle one CAAAC event a month. From November 17-19, a play called RELATIONSHIPS occurred. December 10, the Alliance of Black School Educators had their first function at the Center. From February 13-March 31, the Shono sculptor exhibit is up, shipped from Africa. February 23-24 featured the centerpiece of CAAAC programming called the STATE OF THE RACE AND SOLUTIONS.

CAAAC has an active advisory board who reached out to a broader cross section of the community meeting once a month, in conjunction with board meetings. The advisory board looked at how CAAAC can serve the cultural needs of the African American community.

The Center has operated by the support of other cultural centers. SomArts loaned CAAAC $21,000 to meet payrolls, the board has loaned $10,000, Dr. T'Shaka has put up $5,000 of his own money, Pan African People's Association loaned $9,000, and Wajumbe loaned $11,000. It is very difficult to operate without a budget and the Center feels like it is being strangled.

CAAAC submitted an MPP and budget on September 13 and had only five-day notice to come up with a budget for fiscal year 2000-2001. The budget had some shortcomings as Dr.T'Shaka worked 30 hours over the weekend on it. The Center does not have an assistant director or a secretary. The last response CAAAC received about the budget included very few negative comments. There needs to be a resolution to this impasse. Without resources, it's difficult to say the Commission supports the Center and maintains its operations.

A proposal from the CAAAC Board of Directors suggests that either through releasing some of the 2000-2001 Hotel Tax Funds or through other Arts Commission funds, CAAAC would like to bring someone on with adequate money, to serve as interim director. CAAAC would like to meet with staff and Commissioners to clarify questions with the MPP and budget. CAAAC would like to be put into a position to receive their 2000-2001 budget and the remaining 1999-2000 funds.

Ellen Carr, the Advisory Board Chairperson, concurs that the three resolutions presented by the CAAAC board of directors should be acted on immediately.

Deborah Craig, a CAAAC board member, is concerned that there is no resolution to CAAAC's budget after eight months since the start of the fiscal year. While the budget may need correction, she is concerned that there is no budget recommendation after eight months. The MPP responses now seem nit picky and it seems there is never enough time to tend to CAAAC's budget. She urges the Commission to be fair and diligent in releasing the funds so CAAAC can function at the same capacity as the other Centers.

Genevieve Bayan has been involved with CAAAC since 1989. She is aware of the flaws non-profits make and asks the Arts Commission to be tolerant and sensitive and continue financial support of CAAAC.

Professor Nontsitsi Cayou, representing CAAAC and Wajumbe, testified that CAAAC attracts a worldwide audience. Tourists, community members, and teachers phone call for CAAAC's schedule and drop in to the center. She emphasized the difficulty CAAAC experiences planning programs without

a confirmed budget; Wajumbe had to pick up the entire bill for a joint exhibition between Wajumbe and CAAAC. She feels the lack of operational support reflects poorly on the center and on the Arts Commission. In addition, she would like to see a document that explains the difficulties the Arts Commission has with the information CAAAC has submitted.

Mr. Glen Nance, board member of the African American Historical Society encouraged the Arts Commission to work with the CAAAC board and Dr. T'Shaka so that they may provide whatever materials are missing. He stated that everyone is affected by the status of the funds and without an executive director, the reports requested by the Arts Commission are hard to submit. He requested immediate funding to care for the building and to hire an executive director.

Commissioner Brown responded that the Commission is just as anxious as the community to resolve the problems but cannot until the City Attorney's Office responds. Ms. Lerma stated that she could call the City Attorney's Office every day to follow-up on this matter. The issues are serious and complex, and questions are being addressed by more than one person. Commissioner Brown said that she, too, would do what she can.

Commissioner Roth requested that the staff keep CAAAC informed of the progress. She also clarified that the staff is not authorized to take action without approval by the CAE Committee.

Professor Cayou asked what questions have been taken to the City Attorney. Ms. Lerma began to explain the questionable use of another public agency's funds to pay off back payroll taxes. Mr. Newirth advised Ms. Lerma to provide the questions to CAAAC in writing. Ms. Lerma will provide all questions in writing.

Commissioner Roth took one last public testimony from Doris Rowe, an associate member of CAAAC. Ms. Rowe spoke in support of CAAAC and emphasized CAAAC's need for an administrative director. She also underscored the associate CAAAC members' need for programming support from CAAAC's Arts Commission money. She said she has no knowledge of the administrative mess, but would like to see it resolved in the open. The residents as well as the whole community are affected.

Commissioner Roth advised staff to stop addressing the issue until they hear from the City Attorney's office.

There was no new or old business. Commissioner Roth adjourned the meeting at 6:35 P.M.

Next Meeting
April 10, 2001, at Mission Cultural Center for Latino Arts, 2868 Mission Street, San Francisco

4-26-01

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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April 10, 2001

4:30 P.M.

Mission Cultural Center for Latino Arts
2868 Mission Street, San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   1. **Motion for the Director of Cultural Affairs to enter into contract with Web producer, Hien Nguyen, for WritersCorps website refreshes, not to exceed $6500 from DCYF funds.**
   2. **Motion to approve payment to Small Press Distribution to fund the BookSpot project in an amount not to exceed $2000 from DCYF funds.**
   3. **Motion to approve payment to Small Press Distribution to fund the BookSpot project in an amount not to exceed $3500 from Juvenile Probation.**
   4. **Motion to approve payment to Small Press Distribution to fund the BookSpot project in an amount not to exceed $1000 from Borders and Youth Arts Fund.**

5. **Motion to approve payment to pay Guest Artists, Tisa Bryant and Priscilla Lee, in an amount not to exceed $1000 from Borders and Youth Arts Funds.**
6. **Motion to modify Nicole Gonzales' contract for National WritersCorps travel from $24,000 up to $29,000 from the DCYF carryforward fund.**

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

4. **Program Director's Report**
   Liz Lerma
   Staff report.
   1. **Motion to approve payment from Grants for the Arts funds for honoraria and transportation reimbursement for Programs in the Community (PIC) panelists:**

Linda Belden	$206.80
Tomye Neal-Madison	214.70
Emily Keeler	187.50
Alexandra Redfield	195.50
Sonny Le	187.50
TOTAL	992.00

   2. **Motion to authorize the Director of Cultural Affairs to apply retroactively for Grants for the Arts funding for 2001-2002.**

5. **New Business**

6. **Old Business**

7. **Adjournment**

4-4-01

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April 10, 2001

4:30 P.M.

Mission Cultural Center for Latino Arts

2868 Mission Street

San Francisco, CA 94110

Minutes

Meeting Notes

Commissioner Roth called the meeting to order at 4:50 P.M.

ROLL CALL

Commissioners Present
Denise Roth
Nery Gotico

Commissioners Absent
Blanche Brown
Eddie Marshall
Janice Mirikitani

Since we did not have a quorum, the staff met with Commissioners to give staff reports and program updates and to explain the proposed motions.

1. **WritersCorps Update**
Janet Heller reported that the WritersCorps Web site (http://sfac.sfsu.edu/WC) and (http://www.writerscorps-sf.org) would be updated to aid in the teacher recruitment process for June 1; to market book sales of *Jump*, the WritersCorps anthology; and to demonstrate the new

WritersCorps sites at the beginning of the school year.

Motion for the Director of Cultural Affairs to enter into contract with Web producer, Hien Nguyen, for WritersCorps website refreshes, not to exceed $6500 from DCYF funds.

The next three motions address BookSpot, a WritersCorps project in its third year. We receive grants from DCYF and Juvenile Probation to buy books in four communities sites: Log Cabin Ranch, Girls After School Academy (GASA), Mercy Services, and Center for Young Women's Development.

Motion to approve payment to Small Press Distribution to fund the BookSpot project in an amount not to exceed $2000 from DCYF funds.

Motion to approve payment to Small Press Distribution to fund the BookSpot project in an amount not to exceed $3500 from Juvenile Probation.

Motion to approve payment to Small Press Distribution to fund the BookSpot project in an amount not to exceed $1000 from Borders and Youth Arts Fund.

The next motion concerns guest artists at WritersCorps sites. The instructors like to share guest artists with each other when they find dynamic presenters. While each artist charges $75/visit, WritersCorps is requesting $1,000 to leave a broad spending cap in case many teachers want to have the same artist visit their classroom.

Motion to approve payment to pay Guest Artists, Tisa Bryant, Robert Henry Johnson, UpSurge, and Priscilla Lee, in an amount not to exceed $1000 from Borders and Youth Arts Funds.

Borders has traditionally paid for one teacher and two students to travel to the National All-Star Slam competition in Washington, D.C. They are not continuing to sponsor the travel this year, so WritersCorps would like to use the 2000-2001 carryforward funds to send two teachers, two students, and our events coordinator (who will act as fiscal sponsor) to the Slam.

Motion to modify Nicole Gonzales' contract for National WritersCorps travel from $24,000 up to $29,000 from the DCYF carryforward fund.

Supervisor Sophie Maxwell will be a judge at the Slam finals at SomArts on April 21. Other judges include Liz Lerma and Russell Gonzaga; we still need a media celebrity and a sports star. The event will not be Webcast because the company that was going to Webcast the event is no longer in business.

We just finished our teacher's retreat with a great group of teachers. Most will be returning next year. One is leaving to get her MFA. The other would like to pursue other interests, but will stay in touch as a WritersCorps advisor.

WritersCorps students published in the 2001 anthology *Jump* will read their work on May 30th at 5:30 p.m., in the Koret Auditorium of the Main Library. A book party follows the reading. Please come and celebrate the work of our fine young writers.

2. **Chinatown Community Arts Update**

Ms. Lerma reported for Janice Hom that the Eastern Exposure exhibit is up at CCAP through April 28. The exhibit features two Asian American photographers and their work on China and Japan.

The next exhibit, Angel Island Immigration Experience, is in preparation. This will be a three-gallery presentation at The San Francisco Main Library, the Chinese Culture Center, and the Chinatown Community Arts Program (CCAP) Gallery, produced by Kearny Street Workshop. Each venue will exhibit different works, exploring themes of Chinese immigration through Angel Island.

Works by Cynthia Tom, Ikuko Sato, Anna Wong, Chris Huie, Leland Wong, Zand Gee, and Jim Dong will be presented at the CCAP Gallery from May 8 – July 7, 2001. The opening reception will be at the CCAP Gallery on May 12th from 2 – 4 p.m.

Works by Flo Oy Wong will be presented at the Chinese Culture Center from May 8 – July 8, 2001. The reception will be on May 12th, from 2 to 4 P.M.

made in usa: Angel Island Shhhh, is a series of mixed media works created by Flo Oy Wong to explore the identity secrets of Chinese immigrants detained and interrogated in the U.S. It will be presented at The San Francisco Main Library from April 28 – June 2, 2001. The Reception is May 5th, from 2 to 4 P.M. There will also be a closing presentation on June 2, 2001 from 11 A.M. – 5 P.M.

Everyone is cordially invited to attend the exhibitions, receptions and closing presentation.

3. **Arts Education**
Ms. Axel reported that Mervyns has awarded the Arts Education Funders Collaborative (AEFC) $10,000. Mervyn's is presenting the award to the Collaborative at a gallery reception at 1 Bush Street Gallery on May 2nd from 6:30-9:00 p.m. Mervyn's and the Australian Consulate are sponsoring the event with invitations to the arts community and Arts Commissioners. The silent auction proceeds will go to AEFC, as well.

AEFC will be entering into the third phase of the project in the ninth year, July 1. This next phase involves identifying three schools to be in-depth arts education demonstration sites. We've established an RFP process, so that the schools apply to the program and there is buy-in from the ground up.

Commissioner Gotico arrived 5:00 p.m.

The Mabel Teng Taskforce for Sustainable Arts and Music Funding is being rejuvenated. Supervisors Sophie Maxwell and Mark Leno will be at an April 24, 2001 meeting that will take the proposal to the next level of detail, the policy planning stage.

California State Summer School on the Arts is having their Arts Scholars Day, May 31 at Center for the Arts, in the Forum from 4:00 – 6:00 p.m. This is a prestigious awards ceremony for all the students who were accepted to the school. We would like to see CAE commissioners present, and would love to have one of the commissioners present the awards. Ms. Lerma noted that the awarded high school students receive college-level art classes, as annually, the school roams from one university to another.

The arts education assistant, Kress MacLaren is now working four days a week.

Ms. Axel is working out a timeline for the AEOG grants and revising the application and guideline language.

The Youth Arts Festival will be at Yerba Buena Gardens the week of May 12th – 19th. The San Francisco Arts Education Project is organizing a big event on May 12 with a caravan procession on the Zeum rooftop. Youth Arts Day is May 12th 10:00 a.m. – 4:00 p.m. The Arts Commission will have a booth, participating as a central point of festival information. We will be distributing past years' WritersCorps books and arts education publications.

4. **Program Director**

The PIC panel met on March 26th reviewing 19 applications. We will present the panel recommendations to the CAE committee in August. This motion is to approve the honoraria, bridge toll, parking, and mileage for the panelists. This includes one half day for orientation and one full day of panel discussion.

Motion to approve payment from Grants for the Arts funds for honoraria and transportation reimbursement for Programs in the Community (PIC) panelists:

Linda Belden	**$206.80**
Tomye Neal-Madison	**214.70**
Emily Keeler	**187.50**
Alexandra Redfield	**195.50**
Sonny Le	**187.50**
TOTAL	**992.00**

Motion to authorize the Director of Cultural Affairs to apply retroactively for Grants for the Arts funding for 2001-2002.

Ms. Lerma thanked Commissioner Roth as chair of the committee for her leadership in working toward building a process and system whereby the Hotel Tax Fund for the Western Addition Cultural Center really can serve the community. She also thanked the whole Commission for a difficult meeting yesterday and for accomplishing the work. Ultimately, public funds will be well spent, and the community will be better served.

Commissioner Roth thanked Mission Cultural Center for Latino Arts Executive Director, Jennie Rodriguez for hosting our meeting.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:12 P.M.

Next Meeting
May 8, 2001, 4:30 P.M. at SomArts, 934 Brannan Street, San Francisco

There was no new or old business. Commissioner Roth adjourned the meeting at 5:12 P.M.

4-25-01

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DIRECTOR OF CULTURAL AFFAIRS

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70.305
5/8/01

COMMUNITY ARTS AND EDUCATION PROGRAM COMMITTEE MEETING AGENDA

MAY 8, 2000 • 4:30 P.M.
SomArts
934 Brannan Street • San Francisco, California 94103

1 WRITERSCORPS UPDATE

Motions to modify PSC#3119-00/01 ending dates on contracts for WritersCorps Teachers Chad Sweeney, Gloria Yamato, Dani Montgomery, Peter Tamaribuchi and Cathy Arellano from June 30, 2001 to August 30, 2001.

Motion to pay Somerset Printing up to $20,000 for the printing of WritersCorps 2000-01 anthologies (2,500 books and 500 posters) from DCYF, Haas and Juvenile Probation funds.

Motion to modify PSC#3118-00/01 contract end date for WritersCorps Publications Coordinator, Valerie Anne Bush, from June 30, 2001 to September 30, 2001.

Motion to modify PSC#3097-00/01 contract end date for WritersCorp Training Coordinator, Judith Tannenbaum, from June 30, 2001 to August 30, 2001 and to increase for an amount not to exceed $1000 from DCYF funds, for a total contract amount of $21,400.00.

Motion to pay Fast Frame up to $500 for framing WritersCorps posters in Suite 60 from Borders and Youth Arts Funds.

2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

3 ARTS EDUCATION UPDATE

Motion to pay up to $700 to Jitters & Shakes for California State Summer School of the Arts (CSSSA) Awards Ceremony catering, from CSSSA funds.

Motion to pay up to $700 to Loco Bloco for entertainment at the California State Summer School of the Arts (CSSSA) Awards Ceremony, from CSSSA funds and Youth Arts Funds.

Motion to pay up to $300 to Touch of Class for entertainment at the California State Summer School of the Arts (CSSSA) Awards Ceremony, from CSSSA funds.

4 PROGRAM DIRECTOR'S REPORT

Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.

Motion to apply for, accept and expend a grant up to $94,500 from the State of

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SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

California Department of Parks and Recreation for the Bayview Opera House from the State 2000 Bond Act, and to grant up to $94,500 to Bayview Opera House, Inc.

NEXT MEETING
June 11, 2001, Chinatown Community Arts Program, 750 Kearny Street, 3rd Floor, San Francisco

PROGRAMS

CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
PERFORMING ARTS
PUBLIC ART

CULTURAL EQUITY GRANTS
SUITE 60

CIVIC ART COLLECTION
STREET ARTISTS LICENSES
SUITE 70

ART COMMISSION GALLERY
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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

June ~~13~~ 12, 2001 per phone call 6/11/01

4:30 P.M.

CCAP Galelry
750 Kearny Street, Third Floor, San Francisco

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   1. Motion to pay San Francisco Wu Shu Team up to $3,000 for the August 19, 2000 Night of the Rising Stars 2000 concert
   2. Motion to pay Chinese Folk Dance Association up to $1,000 for the December 10, 2000 Melody of Youth Concert.
   3. Motion to pay San Francisco Gu-Zheng Music Society up to $200 for March 24, 2000 performance at the Eastern Exposure photo exhibition's reception.
   4. Motion to pay Bruce Akizuki up to $525 for the Eastern Exposure photo

exhibition frame cutting expenses.

5. Motion to pay Kearny Street Workshop up to $400 for the May 20, 2001 Asian Pacific Women in Fiction Reading event.
6. Motion to pay Kearny Street Workshop up to $2,000 for the installation expenses of the Angel Island Immigration Experience exhibit.
7. Motion to pay San Francisco Gu-Zheng Music Society up to $2,500 for the June 3, 2001 Rhythm of Youth Concert.
8. Motion to pay David Wong up to $500 for the production cost of the June 3, 2001 Rhythm of Youth Concert.

3. **Arts Education Update**
   Staff report.

4. **Program Director's Report**
   Liz Lerma
   Staff report.

   1. Motion to approve the proposed South of Market Cultural Center, Bayview Opera House Ruth Williams Memorial Theater and Mission Cultural Center for Latino Arts' 2001-2002 Cultural Center Line Item Hotel Tax Allocation Management and Programming Plan and budget contingent upon receipt of audited financial reports and community support group minutes.
   2. Motion to pay up to $20,000 to Intersection for the Arts for CO-LAB expenses from Grants for the Arts Funds.

5. **New Business**

6. **Old Business**

7. **Adjournment**

6-7-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

San Francisco Arts Commission Public Meetings

ACCESSIBILITY INFORMATION

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people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact **Donna Hall:** By mail to Clerk of the Board of Supervisors , 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco 94102; by phone at (415) 554-7724; by fax at (415) 554-5163; or by email at Donna_Hall@ci.sf.ca.us. Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or on the City's website, www.ci.sf.ca.us.

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[HOME | Meetings Index]

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6/12/01
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COMMUNITY ARTS AND EDUCATION

PROGRAM COMMITTEE MEETING

AGENDA

JUNE 12, 2001 ◆ 4:30 P.M.

CCAP

750 Kearny Street, 3rd Floor, San Francisco

Meeting Canceled

1 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

- Motion to pay San Francisco Wu Shu Team up to $3,000 for the August 19, 2000 [illegible] Stars 2000 concert.
- Motion to pay Chinese Folk Dance Association up to $1,000 for the D[illegible] Youth Concert.
- Motion to pay San Francisco Gu-Zheng Music [illegible] Marc[illegible] at the Eastern Exposure [illegible] exhibition's recep[illegible].
- Motion to pay Bruce [illegible] for t[illegible] exhibition frame cutting expenses.
- M[illegible]on to pay [illegible] to [illegible] May 20, 2001 Asian Pacific Women in [illegible]
- [illegible] to $2,000 for the installation expenses of the Angel Island [illegible]
- [illegible] Francisco Gu-Zheng Music Society up to $2,500 for the June 3, 2001 Rhythm of [illegible]cert.
- [illegible]tion to pay David Wong up to $500 for the production cost of the June 3, 2001 Rhythm of Youth Concert.

2 WRITERSCORPS UPDATE

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

- Motion to approve the proposed South of Market Cultural Center, Bayview Opera House Ruth Williams Memorial Theater and Mission Cultural Center for Latino Arts' 2001-2002 Cultural Center Line Item Hotel Tax Allocation Management and Programming Plan and budget contingent upon receipt of audited financial reports and community support group minutes.
- Motion to pay up to $20,000 to Intersection for the Arts for CO-LAB expenses from Grants for the Arts Funds.

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COMMUNITY ARTS AND EDUCATION

PROGRAM COMMITTEE MEETING AGENDA

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

JULY 10, 2001 ◆ 4:30 P.M. "Canceled

South of Market Cultural Center

934 Brannan Street ◆ San Francisco, California 94103

ADMINISTRATION
CIVIC DESIGN REVIEW
PERFORMING ARTS
PUBLIC ART
SUITE 240

COMMUNITY ARTS
& EDUCATION
CULTURAL EQUITY GRANTS
STREET ARTISTS LICENSES
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1 WRITERSCORPS UPDATE

Motion to enter into contract with new WritersCorps teachers Jime Salcedo, Uchechi Kalu and Ishle Park from 10/01/01-06/30/02, each for up to $19,428, for a total of up to $58,284 from DCYF Funds.

Motion to renew contracts with WritersCorps teachers Danielle Montgomery, Jessica Rosenfeld, Chad Sweeney and Gloria Yamato from 10/01/01-06/30/02, each for up to $22,296, for a total of up to $89,184 from DCYF Funds

Motion to renew contract with WritersCorps teacher Cathy Arrellano from 10/01/01 to 06/30/02 for up to $27,292 from DCYF Funds.

Motion to renew contract with WritersCorps teacher Michelle Matz from 10/01/01 to 06/30/01 for up to $25,146 from DCYF Funds.

Motion to renew contract with Kim Nelson, WritersCorps Poet-In-Residence at Log Cabin Ranch from 10/01/01 to 6/30/02 for up to $27,292, plus a travel allowance of up to $5000 (for a total of up to $32,292) from Juvenile Probation Funds.

2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.

Motion to pay ThyssenKrupp up to $9,000 for Cultural Center elevator maintenance and repair from 2000-01 Cultural Center Hotel Tax Funds.

Motion to pay Monkey King Media up to $2,750 for completing the CAE Web site from 2000-01 Hotel Tax funds.

CITY AND COUNTY OF SAN FRANCISCO

NEXT MEETING

The August meeting is canceled. The next meeting is September 11, 2001, 4:30 P.M. at the Chinatown Community Arts Program Gallery, 750 Kearny Street, 3rd Floor, San Francisco.

25 VAN NESS AVE. SUITE 240, SAN FRANCISCO, CA. 94102 TEL. 415.252.2590 FAX 415.252.2595

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COMMUNITY ARTS AND EDUCATION

PROGRAM COMMITTEE MEETING AGENDA

JULY 10 ◆ 4:30 P.M.

South of Market Cultural Center

934 Brannan Street ◆ San Francisco, California 94103

Meeting Canceled

1 WRITERSCORPS UPDATE

Motion to enter into contract with new WritersCorps teachers Jime Salcedo, Uchechi Kalu and Ishle Park from 10/01/01-06/30/02, each for up to $19,428, for a total of up to $58,284 from DCYF Funds.

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2 CHINATOWN COMMUNITY ARTS PROGRAM UPDATE

3 ARTS EDUCATION UPDATE

4 PROGRAM DIRECTOR'S REPORT

Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.

Motion to pay ThyssenKrupp up to $9,000 for Cultural Center elevator maintenance and repair from 2000-01 Cultural Center Hotel Tax Funds.

Motion to pay Monkey King Media up to $2,750 for completing the CAE Web site from 2000-01 Hotel Tax funds.

NEXT MEETING

The August meeting is canceled. The next meeting is September 11, 2001, 4:30 P.M. at Suite 70, 25 Van Ness Avenue, San Francisco.

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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September 11, 2001

4:30 P.M.

San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   1. **Motion to enter into contract with WritersCorps Artists in Residence Russell Gonzaga and Robert Henry Johnson; not to exceed $13,000 each from DCYF and Juvenile Probation funds from October 1, 2001 to June 30, 2002.**
   2. **Motion to enter into contract with WritersCorps training coordinator Judith Tannenbaum for up to $30,000 from DCYF funds from October 1, 2001 to August 30, 2002.**
   3. **Motion to enter into contract with WritersCorps publications coordinator Valerie Anne Bush for up to $21,750 from Juvenile Probation and Youth Arts Funds from October 1, 2001 to August 30, 2002.**

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel

Staff report.

4. **Program Director's Report**
   Liz Lerma
   Staff report.
   1. **Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.**

   2. **Motion to approve Neighborhood Festival grants of up to $33,000 from 2001-02 Grants for the Arts funds to the following organizations :**

Arts Providers Alliance of SF (Intersection for the Arts)	$1000
Bayview/Hunters Point 4th of July Picnic (New Directon)	3250
Fiest on the Hill (Bernal Heights Neighborhood Center)	3250
SOMA Youth Festival (Somarts)	3250
New Direction Annual Parade and Community Barbecue (New Direction)	3250
Sunset Community Festival (Sunset District Community Development)	3250
Treasure Island Community Day (Treasure Island Homeless Development Initiative)	3250
San Francisco Youth Arts Festival (Every Child Can Learn Foundation)	6000
Festival 2001 (Potrero Hill Neighborhood House)	3250
Annual Holiday Unity Parade & Rally (San Francisco SAFE)	3250
TOTAL	**$33,000**

   3. **Motion to approve PIC grants of up to $145,988, from 2001-02 Grants for the Arts funds to the following organizations:**

Central City Hospitality House	$16,000
Columbia Park Boys & Girls Club	11,875
Continuum HIV Services	9,6000
Goldman Istitute on Aging	16,000
Jamestown Community Center	12,000
On Lok Day Services	9,470
Programs for People	20,000
Richmond District Neighborhood Center	11,875
San Francisco Ministry to Nursing Homes	11,875
San Francisco Women Against Rape	15,418
St. John's Educational Thresholds Center	11,875
TOTAL	**$145,988**

5. **New Business**

6. **Old Business**

7. **Adjournment**

9-5-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

SAN FRANCISCO ARTS COMMISSION

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COMMUNITY ARTS & EDUCATION COMMITTEE

September 11, 2001

4:30 P.M.

San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

MEETING CANCELED DUE TO CLOSURE OF CITY BUILDINGS

9-12-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SPEDIAL MEETING
COMMUNITY ARTS & EDUCATION COMMITTEE

September 18, 2001
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 240
San Francisco

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   1. **Motion to enter into contract with WritersCorps Artists in Residence Russell Gonzaga and Robert Henry Johnson; not to exceed $13,000 each from DCYF and Juvenile Probation funds from October 1, 2001 to June 30, 2002.**
   2. **Motion to enter into contract with WritersCorps training coordinator Judith Tannenbaum for up to $30,000 from DCYF funds from October 1, 2001 to August 30, 2002.**
   3. **Motion to enter into contract with WritersCorps publications coordinator Valerie Anne Bush for up to $21,750 from Juvenile Probation and Youth Arts Funds from October 1, 2001 to August 30, 2002.**

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

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4. **Program Director's Report**
   Liz Lerma
   Staff report.
   1. **Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.**

   2. **Motion to approve Neighborhood Festival grants of up to $33,000 from 2001-02 Grants for the Arts funds to the following organizations :**

Arts Providers Alliance of SF (Intersection for the Arts)	$1000
Bayview/Hunters Point 4th of July Picnic (New Directon)	3250
Fiest on the Hill (Bernal Heights Neighborhood Center)	3250
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TOTAL	**$33,000**

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Central City Hospitality House	$16,000
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Richmond District Neighborhood Center	11,875
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San Francisco Women Against Rape	15,418
St. John's Educational Thresholds Center	11,875
TOTAL	**$145,988**

5. **New Business**

6. **Old Business**

7. **Adjournment**

9-12-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

SAN FRANCISCO ARTS COMMISSION

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10/9/01

COMMUNITY ARTS & EDUCATION COMMITTEE

October 9, 2001

4:30 P.M.

25 Van Ness Avenue, Suite 70
San Francisco

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

4. **Program Director's Report**
   Liz Lerma
   Staff report.

5. **New Business**

6. **Old Business**

7. **Adjournment**

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SAN FRANCISCO ARTS COMMISSION

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COMMUNITY ARTS & EDUCATION COMMITTEE

November 13, 2001
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   a. **Motion to modify WritersCorps web designer/producerThu-Hien Nguyen's contract (Res No. 0507-01-179) for an increase of up to $3500, making her total contract amount $10,000, from Borders and Youth Arts funds.**

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

4. **Program Director's Report**
   Liz Lerma
   Staff report.
   a. **Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.**

   b. **Motion to approve the Cultural Center Maintenance & Repair Policy.**

   c. **Motion to approve the Cultural Center Grants for Facilities Projects Policy.**

   d. **Motion to approve a $74,425 grant to South of Market Cultural Center (SomArts) for maintenance and repairs from Cultural Centers Continuing Project Fund.**

   e. **Motion to approve a $9,350 grant to Mission Cultural Center for Latino Arts (MCCLA) for maintenance and repairs from Cultural Centers Continuing Project Fund.**

   f. **Motion to approve a $15,000 grant to Bayview Opera House for maintenance and repairs from Cultural Centers Continuing Project Fund.**

   g. **Motion to approve a $275,950 grant to Intersection for the Arts as fiscal sponsor for the African American Art & Culture Complex for maintenance and repairs from Cultural Centers Continuing Project Fund.**

5. **New Business**

6. **Old Business**

7. **Adjournment**

11-06-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact **Donna Hall:** By mail to Clerk of the Board of Supervisors , 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco 94102; by phone at (415) 554-7724; by fax at (415) 554-5163; or by email at Donna_Hall@ci.sf.ca.us. Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Hall or on the City's website, www.ci.sf.ca.us.

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September 21, 2001

Bill Ivey
Chairman, National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, NW
Washington, DC 20506-0001

Dear Mr. Ivey,

I am writing in support of the proposal by the Goldman Institute on Aging for their Consortium for Elders and Youth in the Arts (CEYA) program submitted to your Arts Learning and Access grant giving programs. The San Francisco Arts Commission's Community Arts and Education program has funded CEYA for the past two years with a Programs in the Community grant.

The Goldman Institute on Aging initiated CEYA in 1996 as a pilot project. It was designed and implemented to help keep elders connected and contributing to their communities by becoming genuine resources for youth. All programming under CEYA involves an Integrated Learning Experience model with projects based in the visual and performing arts. Other educational components include oral history, creative writing, poetry, and language arts. The cross-generational and multi-lingual programming being proposed will involve agencies and schools from throughout San Francisco and reflect a diversity of community interests.

Please call me if you have any questions.

Very truly yours,

Liz Lerma
Program Director, Community Arts and Education

San Francisco Arts Commission
Cultural Centers Maintenance and Repair Policy

DRAFT

INTRODUCTION

This is intended to help define the basic policies and procedures of the Arts Commission relative to the maintenance and repair of the four City-owned cultural centers, African American Art and Culture Complex (AAACC), Bayview Opera House Ruth Williams Memorial Theater (BVOH), Mission Cultural Center for Latino Arts (MCCLA) and South of Market Cultural Center (SomArts).

The community-based cultural centers are dedicated to providing accessible arts opportunities for all San Franciscans. Four City-owned facilities operated by nonprofit arts organizations provide cultural and arts programs. The centers have free or low-cost classes, as well as venues for performances, festivals and gallery exhibitions. Cultural centers are an integral part of the arts in San Francisco, serving artists, community groups and visitors. The Community Arts & Education Program (CAE) of the San Francisco Arts Commission provide management of the cultural centers by the Cultural Facilities Manager, supervised by the Community Arts & Education Program Director.

MAINTENANCE AND REPAIR POLICY: CULTURAL CENTERS PURVIEW

It is each cultural center's responsibility to maintain the facility, including regular cleaning and minor repairs. Responsibility for maintenance and minor repairs include: broken windows, doors, interior walls, doorknobs and door handles, keys, light bulbs (replacement), plugged toilets, dripping sinks, and other minor plumbing and building repairs.

If there is a parking lot, trees or land around the Center, its maintenance is the Center's responsibility.

Centers may paint the interior, and create temporary walls or programming spaces at will, such as may be found in a gallery. Such walls or programming spaces must be built to code as defined by the CCSF Building Code, as applicable.

Under the Hotel Tax Reallocation Legislation, SFAC provides support for the maintenance, operations and programming of the cultural centers. Using Hotel Tax Funds, cultural centers must budget adequately to support facility maintenance for which they are responsible.

MAINTENANCE AND REPAIR POLICY: ARTS COMMISSION PURVIEW

The Community Arts & Education Program of the San Francisco Arts Commission is responsible for cultural centers' maintenance and repair of facility systems, which include: the roof, ADA and seismic improvements, HVAC, electrical and plumbing systems, including ductwork, door and window frame replacement, exterior walls, asbestos and lead paint abatement.

RENOVATIONS

All facility projects which permanently impact facility systems and fenestration are considered to be renovations. Facility systems are the roof, exterior walls and doors, HVAC (including ductwork), electrical, plumbing, and fire alarm system. Fenestration is the arrangement, proportioning, and design of windows and doors in a building. All renovation projects require Arts Commission approval and coordination with the Cultural Facilities Manager.

Renovation projects are permanent structural changes to the building. Renovation projects include: moving walls, adding plumbing, ductwork, doors, windows, rooms, or creating permanent new spaces within or around the existing building. Upgrading the electrical system is a permanent change, which is considered a renovation.

STAFFING REQUIREMENTS

Cultural Centers must have a Facility Manager, who is responsible for facility maintenance, and interfacing with the CAE Cultural Facilities Manager and Department of Public Works (DPW) personnel. The CAE Cultural Facilities Manager, under the supervision of the CAE Program Director controls the work of DPW personnel. Cultural Centers are not authorized to call upon the services of DPW, except in the case of an emergency. Cultural Centers must also maintain their own list of local contractors and resources for maintenance and emergency needs.

When CAE receives annual maintenance support for the cultural centers from the City's general fund, it is used to pay for a part-time DPW Stationary Engineer for the Cultural Centers. The Stationary Engineer's work is focused on maintaining major facility systems. The Stationary Engineer is not to perform regular cleaning or minor repairs, which might be the responsibility of the centers. The Stationary Engineer will perform work ordered by the CAE Cultural Facilities Manager, and coordinate facility work with the Facility Manager of the cultural center.

CAPITAL IMPROVEMENTS

There is no obligation, implied or stated, to make capital improvements to the cultural centers. While the CAE Program would like to see the centers fully upgraded and improved, its ability to do so is dependent on the availability of funds. From time to time, CAE receives capital improvements funding for specific projects at the Centers. Cultural Centers may obtain their own funding for facility improvements, in coordination with CAE staff.

Cultural Center Facility Projects Grants Policy
DRAFT

This policy is meant to provide clarification regarding grants to any of the centers for facilities projects.

1. The scope of work for cultural center facilities projects must be appropriately defined by plans developed by a professional architect or a specialist in the project field.

2. All facilities projects require Arts Commission approval and coordination with the Cultural Facilities Manager.
   The cultural center or the contractor hired to do the work must obtain appropriate permit(s) before starting approved projects.

3. Work funded by a CAE/SFAC grant must be done by a City-certified vendor. If a cultural center obtains a bid or estimate for an SFAC-funded project from a contractor who is not certified, that contractor must become City-certified before any work is performed, in order for the cultural center to be paid or reimbursed by the SFAC for the work. Centers can hire non-certified contractors and vendors for work funded by sources other than SFAC.

4. Cultural centers must obtain three estimates or bids from contractors of the center's choice. Centers can select City-certified vendors from the list available from the Human Rights Commission. The list of City-certified can be accessed online at the following address: URL# www.ci.sf.ca.us/sfhumanrights/directory/vlist_1.htm

5. The CAE Cultural Facilities Manager must have a copy of all estimates before the center goes to contract, so that SFAC can ask questions, provide input, and/or coordinate the project with other facility work.

6. SFAC will not pay the entire amount at the start of, or at any time in the course of the project. Payments to the centers do not have to be made on a reimbursement basis. Centers can invoice SFAC, with the contractor's invoice attached, as the project progresses. Payments will be made on an as-needed basis.

   For example, often a contractor requires 50% of the estimated cost up front. SFAC will make that payment, with the other 50% payment after the job is done to the satisfaction of the cultural center and the SFAC.

   SFAC will make additional payments up to a total of 80% of the cost, if required before the job is finished, if the project is progressing fine. Upon satisfactory completion of the project, the remaining 20% will be paid.

S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

DOCUMENTS DEPT.
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November 13, 2001
4:30 P.M.
25 Van Ness, Suite 70

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11/13/01

Meeting Notes
Minutes

Commissioner Roth called the meeting to order at 4:35 P.M.

ROLL CALL
Commissioners Present
Denise Roth
Eddie Marshall
Ethel Walker

Commissioners Absent
Blanche Brown
Janice Mirikitani

1. **WritersCorps Update**
WritersCorps began its 8th year with eight teachers (teacher bios were distributed for five returning teachers, three new teachers, one poet-in-residence at Log Cabin Ranch, and two artists-in-residence). The Artists in Residence is a new initiative that allows two artists, Russell Gonzaga (former WritersCorps instructor) and Robert Henry Johnson, to collaborate with the teachers in the classroom. WritersCorps' commitment to greater outreach recruited diverse and excellent teachers.

WritersCorps site numbers have increased from last year with a return to International Studies Academy and a new site (SF Main Library). Starting in January, the library will host weekly workshops for 12 teens. The program hopes to attract released Log Cabin boys in an effort for greater aftercare.

Fulfilling a new initiative to involve more youth in the administration of the program, five youth will intern with WritersCorps from January to June. Teachers will nominate and help the students apply for the internship. The selected individuals will receive a $200/month stipend.

Staff administrative goals are to raise more private money. The short-term goal is to raise $60,000. $20,000 has already been raised and staff just submitted applications to Zellerbach and to CAC.

The program has received positive recognition, lately. *Jump*, WritersCorps' anthology, won the Western Art Director's Guild award for design. The ACLU invited WritersCorps to its youth conference on juvenile justice. Staff sold out of the *WritersCorps Teacher Guide* and the young men at Log Cabin read their poems during the closing act for the event.

Johnny Miller, our contact at Log Cabin has resigned. Staff has firmed up our MOU so that we maintain a relationship with the site.

Commissioner Roth praised the program for attracting such an impressive group of teachers.

Commissioner Walker made the following motion:
Motion to modify WritersCorps web designer/producer Thu-Hien Nguyen's contract (Res No. 0507-01-179) for an increase of up to $3500, making her total contract amount $10,000, from Borders and Youth Arts funds.
The motion passed unanimously.

2. **Chinatown Community Arts Update**
Ms. Hom reported that the most recent event, Melody of Youth, had a standing room only audience with performing dancers ranging from 3½ to 18 years old.

On display in the gallery is Year of the Dragon, a digital photography exhibit capturing Chinatown for the past four seasons.

3. **Arts Education Update**
Ms. Axel introduced Thien Lam, the new Arts Education Program Assistant. The hiring process was extremely competitive with over 350 applicants. The two positions (Arts Education Officer and Program Assistant) have moved from Suite 60 to upstairs at Suite 240.

The State Department of Education has adopted visual and performing arts standards so there has been a swell of artists, teachers, and administrators taking and needing professional development workshops to become better versed in these standards. The purpose of the standards is to create a framework for arts education so that all students at all grade levels learn arts competencies around specific experiential strands. The state Department of Education has established training in the standards in six regions around California, aimed at demystifying the language of the standards. The Arts Providers Alliance has been informing the local arts community about the workshops so that artists and teachers are prepared to implement the standards when that time arrives. Essentially, the idea is to have artists and educators ready in advance of the implementation, so there will be no further delays in bringing the standards to the classroom.

The California Arts Council's Creativity Forum on January 23rd at Yerba Buena Garden's Forum will focus on arts education with the tagline: "putting standards to work." The event will highlight San Francisco's and the district's accomplishments, present performances, and make recommendations for developing an arts education plan and a timeline for the companion funding.

AEFC is now in phase three (2001-2005) and staff is in the final stages of picking the arts education demonstration sites. The schools selected will be funded for four years to implement sequential, in-depth (ideal) arts education programs. An evaluation will accompany this project.

AEFC held their annual kick-off: a principal's reception at the Randall Museum. The goal was to encourage arts education in the classrooms and to talk about the AEFC upcoming activities

including the demo sites and to highlight the good work of educators bringing arts to their students. Approximately 125 people were in attendance.

Mr. Newirth reported the Arts Commission is a premiere partner for Americans for the Arts' Arts Education Awareness campaign. The campaign recognizes that parents agree arts education is important for their children, but believe that their kids are being properly educated in the arts at school. The campaign will encourage parents to be vocal about wanting more arts education in the schools.

Premiere partner status provides the Arts Commission with access to the Ad Council's pro-bono service in radio, print, and possibly TV, for two years and customized for the Arts Commission. This nation-wide campaign will launch in January.

4. **Program Director Update**
Ms. Lerma reminded the Committee that staff only send letters of support on Arts Commission letterhead with Commission approval. Goldman Institute on Aging is a Programs in the Community (PIC) grantee and provides arts workshops to seniors.

Mr. Newirth said the letter should be addressed to the new NEA Chairman.

Commissioner Walker made the following motion:
Motion to write a letter of support for Goldman Institute on Aging's applications to the 2002-03 NEA Grant to Organizations for Access and Arts Learning.
The motion passed unanimously.

One of Ms. Lerma's goals for this year is to approve leases for the four City-owned cultural centers, which will go through the Board of Supervisors. The following two policies will go along with the legislation to attain a lease.

The first motion puts the existing policy into writing. Cultural centers take care of day-to-day maintenance defined by broken windows, light bulbs, and dysfunctional doors. The Arts Commission handles capital improvements and facility system repairs, such as HVAC, electrical, plumbing, and roof. The centers will need to coordinate self-funded capital improvements with the Cultural Facilities Manager. The centers must designate a facilities manager to interface with DPW and City staff. The Arts Commission hires a half-time stationary engineer to share between the four centers.

Commissioner Roth asked if the stationary engineer is new and if security is a part of maintenance. Ms. Lerma said the position is four to five years old. Security is considered separate from maintenance. Centers provide their own security.

Commissioner Marshall asked who provides the maintenance for the centers. Ms. Lerma responded that each center hires its own crew. SomArts uses staff and hires Self-help for the Elderly. MCCLA has a janitor and a maintenance person.

Commissioner Roth noted that in the Cultural Centers Maintenance and Repair Policy, the last paragraph under "Cultural Centers Purview" seems to over-commit the Arts Commission. Mr. Newirth felt that the word "support" makes it clear that the Arts Commission expects the centers to use HTF for facility maintenance for which they are responsible. Mr. Jack Davis, Executive Director for SomArts, said the wording reflects the lobbying efforts and priorities that won the

maintenance money: to maintain a safe, clean space for the neighborhood.

Commissioner Roth asked if the Arts Commission funds all support for center maintenance. Ms. Lerma said maintenance money comes from the Arts Commission to insure the centers have enough money for the maintenance and repairs. Ms. Daniels added that the centers have raised their own money, as well, so the Arts Commission isn't the sole provider.

Commissioner Walker made the following motion:
Motion to approve the Cultural Center Maintenance & Repair Policy.
The motion passed unanimously.

The next policy helps clarify facility grants created so that the Arts Commission can be in line with City policy. Approving this policy and the grants does not automatically send money to the center, but sets money aside for those projects as needed.

Commissioner Walker made the following motion:
Motion to approve the Cultural Center Grants for Facilities Projects Policy.
The motion passed unanimously.

For the next four motions, Commissioner Roth asked if the money comes from capital improvement funds. Discussion followed. The money is a combination of the savings from annual maintenance funds and capital improvement funds that the have not been spent because of slow service from DPW.

Funds allocated to SomArts will fix the fire panel and related electrical upgrades. The back wall at MCCLA has hazardous material, which needs to be removed. The wall has a mural on it, so the money will also replace the mural. Funds to BVOH are for roof repairs. Funds for AAACC are for repair to the leaking west wall and related electrical deficiencies from the leak, pigeon abatement, energy conservation, and ADA improvements.

Commissioner Marshall asked why there is a fiscal sponsor (Intersection for the Arts) for AAACC. Ms. Lerma reported that in July 2001, CAAAC terminated the lease of 762 Fulton Street cultural center, and the Mayor's Office recommended a person to be hired to improve the building and keep the center open. In the future, an RFP process will be implemented to find a non-profit to run the center.

Mr. Newirth added that the center is being run by a City staff person, not a non-profit organization and therefore doesn't receive funding, so a non-profit organization (Intersection for the Arts) has been selected to handle the funds for the center. AAACC submits weekly invoices to the Arts Commission, which Intersection then pays after Arts Commission approval.

Commissioner Walker made the following motion:
Motion to approve a $74,425 grant to South of Market Cultural Center (SomArts) for maintenance and repairs from Cultural Centers Continuing Project Fund.
The motion passed unanimously.

Commissioner Walker made the following motion:
Motion to approve a $9,350 grant to Mission Cultural Center for Latino Arts (MCCLA) for maintenance and repairs from Cultural Centers Continuing Project Fund.
The motion passed unanimously.

Commissioner Marshall made the following motion:
Motion to approve a $15,000 grant to Bayview Opera House for maintenance and repairs from Cultural Centers Continuing Project Fund.
The motion passed unanimously.

Commissioner Marshall made the following motion:
Motion to approve a $275,950 grant to Intersection for the Arts as fiscal sponsor for the African American Art & Culture Complex for maintenance and repairs from Cultural Centers Continuing Project Fund.
The motion passed unanimously.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:40 P.M.

Next Meeting
December 11, 2001, 4:30 P.M. at 25 Van Ness, Suite 70, San Francisco

11-21-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

SAN FRANCISCO ARTS COMMISSION

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COMMUNITY ARTS & EDUCATION COMMITTEE

December 11, 2001
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or similar sound-producing electronic devices.

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AGENDA

1. WritersCorps Update
   Janet Heller
   Staff report.
   a. **Motion to enter into a contract with Sixth Street Photography Workshop to provide photography instruction and lab work for the WritersCorps project and its 2002 anthology in an amount not to exceed $13,000 from the Youth Arts Fund and the Department of Juvenile Probation.**

   b. **Motion to enter into contract with Side by Studios to provide design and art direction for the 2002 WritersCorps anthology in an amount not to exceed $6,500 from the Youth Arts Fund.**

2. Chinatown Community Arts Program (CCAP) Update
   Janice Hom
   Staff report.

3. Arts Education Update
   Rachelle Axel
   Staff report.

4. Program Director's Report
   Liz Lerma
   Staff report.
   a. **Report on the African American Art & Culture Complex.**

   b. **Discussion and possible motion to approve the 2001-2002 budget for the African American Art & Culture Complex.**

5. New Business

6. Old Business

7. Adjournment

12-06-01

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

San Francisco Arts Commission Public Meetings

ACCESSIBILITY INFORMATION

Pursuant to City Policy and the requirements of the 1973 Rehabilitation Act and the 1990 Americans with Disabilities Act, all City agencies will make reasonable accommodations to the needs of persons with disabilities.

Full Commission Meetings, and individual Committee Meetings of the Arts Commission will be held at 25 Van Ness Avenue, San Francisco, located on the corner of Oak and Van Ness, suite 70, basement level, unless another site is specified. Suite 70 can be accessed by the two main elevators in the lobby of the building.

Accessible seating for persons with disabilities, including those in wheelchairs, will be available.

Accessible curbside parking has been designated on Oak Street between Van Ness Avenue and Franklin Street.

Accessible public transit that serves this location includes:

Muni Metro Trains: **J, K, L, M**, and **N** lines stop at the **Van Ness Station,** Van Ness and Market, one-half block from the building.

Muni Buses: **9, 26, 42, 47** and **49,** serving the area of Van Ness and Market.

BART: **Civic Center Station,** located at the intersection of Grove, Hyde, and Market Streets

For more information on accessible transit, call (415) 923-6142.

In order to assist the city's efforts to accommodate individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the city to accommodate these individuals.

American Sign Language interpreters and/or a sound enhancement system will be available upon request at meetings. Please contact **Liz Lerma** in the Community Arts and Education Program at (415) 252-2596 at least 72 hours prior to meeting. Late requests will be honored if possible.

TTY users, please call (800) 735-2929.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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African American Art Culture Complex
Proposed 2001-2002
Budget

DRAFT

REVENUE					
Hotel Tax Funds					
2000-2001 Allocation	430,383 00				
2002-2002 Adjusted Allocation	403,894 00				
Earned Income	18,000 00				
MOCD Funds for ADA Work	50,000 00				
TOTAL	902,277.00				
EXPENSES	**GROSS BUDGET**		**PROGRAM**	**OPERATION**	**FACILITY MAINTENANCE**
Personnel					
FT Executive Director	75,000 00		22,500.00	22,500.00	30,000 00
FT Executive Assistant	45,000 00		22,500.00	13,500.00	9,000 00
3/4 Program Manager	8,000 00		8,000.00		
1/2 Receptionist	20,000 00		2,000.00	18,000.00	
FT Janitor/Maintenance	25,000 00				25,000 00
Fringe	12,500 00		4,500.00	3,000.00	5,000 00
Total Personnel Expenses		**185,500.00**			
Contract Services					
Security/Event Monitoring	30,000 00		6,000.00	20,000.00	4,000 00
Accounting Services	20,000 00			20,000.00	
Theatre Management	23,000 00		23,000.00		
Website/Computers	8,500 00		4,500.00	4,000.00	
Total Contract Services		**81,500.00**			
Operations Expenses					
Expendables-Supplies	8,500 00			8,500.00	
Facility Esps-Utility Alarms Etc	12,000 00				12,000 00
Equipment/Furniture	11,500 00		6,500.00	4,000.00	1,000 00
Insurances-Facility & Events	12,300 00		4,300.00	8,000.00	
Temp. Help/Consultants	15,000 00			12,000.00	3,000 00
Communications & Telephone	8,200 00		2,000.00	6,200.00	
Print & Promotion	10,000 00		9,000.00	1,000.00	
Waste Disposal	7,400 00				7,400 00
Website, Internet	7,800 00		4,800.00	3,000.00	
Total Operations Expenses		**92,700.00**			
Program Expense			175,000.00		
Theater: 2 productions	60,000 00				
Street Theater Festival	25,000 00				
Visual Arts Gallery	25,000 00				
Other Curated Activities (film series, variety show, local artists forum, expo fair)	15,000 00				
Other Programming: computer, photography, dance, painting classes; gospel brunch, jazz	50,000 00				
Total Program Expense		**175,000.00**			
			PROGRAM	**OPERATION**	**FACILITY MAINTENANCE**
Total Operating Expenses		**534,700.00**	**294,600.00**	**143,700.00**	**185,500.00**
Capital Items & Repairs	308,300 00		58,300.00	50,000.00	200,000 00
Classroom, hall floors, walls					
Refurbish dance studios (2) & floor					
Window Covering Classrm, office					
Paint Interior					
Upgrade restrooms (Stall/floor)					
Doors/locks/interior windows					
Carpet & tile					
Glass replacement & lt covers					
Parking lot & cyclone fence					
Restrooms w/ADA & rehab					
West wall repair					
HVAC ducts					
Electrical upgrads & repairs					
Asbestos containment					
Doors replmt/repair					
Alarm & security system					
Surveys, over runs, misc capital					
Total Repairs Expenses		**308,300.00**	**352,900.00**	**193,700.00**	**385,500.00**
Contingency Funds		**59,277.00**			
TOTAL EXPENSES		**902,277.00**			
Revenue, Over/(Under) Expense		**0**			

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COMMUNITY ARTS & EDUCATION COMMITTEE

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December 11, 2001
4:30 P.M.
25 Van Ness, Suite 70

Meeting Notes

Commissioner Roth called the meeting to order at 4:40 P.M.

ROLL CALL

Commissioners Present
Denise Roth
Blanche Brown
Janice Mirikitani
Ethel Walker

Commissioners Absent
Eddie Marshall

1. **WritersCorps Update**
   Ms. Lerma reported for Ms. Heller because she was out for medical reasons.

   WritersCorps is just beginning to kick off the 2002 events. We are going to have two slams at two City-owned cultural centers (one at Mission Cultural Center for Latino Arts and one at SomArts), one at the Stonestown Borders, and the first slam on January 25 will be at the Downtown Borders. We will have invitations to the slams at the January meeting.

   On January 21, WritersCorps will participate in the Martin Luther King, Jr. Rally and March.

   We received 18 applications for our youth internship program and will offer five internships. We assembled a panel and will conduct interviews next week.

   We are in the middle of planning this year's anthology. Some years we've worked with cartoon artists or adult photographers. This year, our anthology will feature photography by WritersCorps youth. All the youth in WritersCorps will have the opportunity to take a photography class with Sixth Street Photography Workshop, our collaborative partner.

   Commissioner Roth asked if this program would increase the cost of printing per book. Ms. Lerma reported that one of our artists in residence was not able to participate so the money for his

salary has been shifted into this program to improve the anthology. Mr. Newirth said that when planning the production of the book, staff should be cognizant that the Commissioners have a concern regarding the cost per book.

Ms. Lerma said the photography program uses available money to offer youth more art instruction and does not increase the production cost of the anthology. Commissioner Roth asked if this $6,500 for design and art direction for the anthology is part of the original budget. Mr. Newirth stated that these two motions do not reflect the entire cost of the publication.

Commissioner Walker made the following motion:
Motion to enter into a contract with Sixth Street Photography Workshop to provide photography instruction and lab work for the WritersCorps project and its 2002 anthology in an amount not to exceed $13,000 from the Youth Arts Fund and the Department of Juvenile Probation.
The motion passed unanimously.

Commissioner Mirikitani made the following motion:
Motion to enter into contract with Side by Studios to provide design and art direction for the 2002 WritersCorps anthology in an amount not to exceed $6,500 from the Youth Arts Fund.
The motion passed unanimously.

2. **Chinatown Community Arts Update**
The gallery exhibit is ongoing: Year of the Dragon, Four Seasons in the Life of Chinatown, San Francisco. The exhibit features digital photography by Hiromi Oda and Kieran Ridge.

Staff is preparing for the Chinese Spring Festival in February.

3. **Arts Education Update**
The Arts Education Funders Collaborative (AEFC) is in its ninth year. This year, they are launching a new initiative to fund three schools as demonstration sites for sequential, in-depth, arts education programs. We selected two child development centers (Junipera Serra in Bernal Heights and John Maclaren in Visitation Valley) and two elementary schools (Sanchez and Swett).

On January 30 and 31 AEFC is holding two professional development days for educators at the Golden Gate Club. The first session is for K-2nd grade instructors; the second session is for 3rd-5th grade instructors. There will be approximately 33 two-hour workshops over the course of two days, for six teachers and the principal from each school, geared to teach teachers how to teach kids.

Arts Educational Organization Grant applications will be distributed in the next couple of weeks with a deadline on February 1. These grants offer $5,000 towards general operating support.

Mr. Newirth reminded the Commission that Americans for the Arts is conducting a national awareness campaign about the importance of integrating arts education into the classroom. It is a two-year project and the San Francisco Arts Commission will receive credit as a local partner. Mr. Newirth described the radio, TV, and print advertisements. The ads, with the tagline, "Art: Ask for more," will begin in January/February.

4. **Program Director Update**
Arts Education is receiving good publicity right now and CAE is helping to promote it through our Web site. Ms. Lerma distributed a printout of the "Recent Events" section of the CAE Web site, which covers "SMARTS: Bring Back the Arts to Our Schools." This campaign launched by the California State PTA advocates for quality arts education at every school in California. This article will link to the Inside/Out Web site.

We received 21 applications for the Programs in the Community grant, which provides funding for non-arts organizations with arts programs. Next month, we will present a list of potential panelists and request suggestions from the Commissioners for additional potential panelists. We will be reviewing the applications in April.

In the second half of the fiscal year, we will conduct one CAE meeting at each of the cultural centers and the Chinatown Community Arts Program site. Ms. Lerma would like to offer tours of the cultural centers to all the Commissioners. Ms. Daniels will coordinate the tours either before or after the committee meetings. The first on-site meeting will be February at Mission Cultural Center for Latino Arts.

Ms. Lerma would like to add two reports to our regular meetings. One will be an update on the cultural centers' facility projects, starting in January. The second is a monthly report on the African American Art and Culture Complex (AAACC).

To begin the report on AAACC, Ms. Lerma would like to remove the discussion and possible motion to approve the 2001-2002 budget for the AAACC. The programming section of the budget is still in development and will be presented in detail next month. Ms. Lerma then introduced Ms. Gonchar, the Arts Commission Deputy Director.

Mr. Newirth thanked Ms. Gonchar, Ms. Lerma, and Ms. Gomez for helping him with the management of AAACC.

Ms. Gonchar handed out a memo that was faxed to the Commissioners earlier in the day. She reported that since it has been almost six months since we've hired Mr. Edington, it seemed like an appropriate time to deliver a report on AAACC, receive feedback or field questions, and have Mr. Edington attend the CAE committee meetings to offer updates.

Mr. Edington has done a tremendous amount of work in the past six months. He set up sound business practices and financial systems, hired key staff, and made physical improvements to the center. As Mr. Newirth said, Ms. Lerma, Ms. Gomez, and Ms. Gonchar have been working to assist Mr. Edington with facility improvements, City procedures, and programs.

Mr. Edington may be experiencing frustrations due to the cumbersome structure of having three people to report to, people from the former organization being on the scenes at AAACC, and pressures from artists who have previously not had access to the space. The three main obstacles are communication, lack of trust, and facility issues.

Since Mr. Edington's experience and expertise is in business and management, Mr. Newirth formed a curatorial committee which included many significant African American artists in San Francisco who agreed to help kick off a pilot program of exhibitions, theater productions, and classes. Idris Ackamoor was the chair of that committee and more committees have formed: an ad-hoc community committee (to do educational and community programs at the facility), a visual

arts committee, a theater committee, and a finance committee.

Idris Ackamoor resigned as the chair, partially in frustration and partially because he felt it was affecting his career too much, but he will continue to serve as a consultant. There are still a number of people who are committed to help with programming.

Staff has some recommendations for the Arts Commission to approve. One is to hire an artistic director through a search committee comprised of Mr. Edington, a representative from the Arts Commission, and a representative from the curatorial committee. The artistic director would manage the gallery assistant and theater technician. We may need to hire someone on an interim basis while the search is conducted. We also recommend the hiring of a planning consultant to begin a comprehensive planning process and needs assessment. Finally, we recommend that we work diligently on improving communications and establishing systems to coordinate communications.

Ms. Gonchar then introduced Mr. Edington.

Mr. Edington reported that the building, erected in 1940, has had 15 years of deferred maintenance. The electrical system doesn't work. There is lead-based paint throughout the building and a defective water system. The building is not in ADA compliance. He was aware that improving the facility had to be the primary concern for an initial period to bring it up to a decent state of presentation.

Today, the Hall of Culture and the dance studios have been upgraded; the computer lab has been developed; a photo lab is in the works; the halls, walls, and doors are being painted; the 240-seat theater, green room, and dressing rooms have been upgraded.

The Arts Commission developed a curatorial committee to assist him but it failed for a number of reasons. He envisioned six months of work on the facility with programming to follow. This did not happen and when we tried to bring in programming simultaneously with construction, there were problems. A few major concerns include lead paint outside of the building and unknown quantities of lead particles inside the building. However, the staff decided to keep the building open during construction to pressure DPW to complete the work quicker. The west wall is well underway with repairs. There is lead infestation and the bricks act as a sieve for rainwater to enter the building.

We need to have a budget in place because disbursing funds in $100,000 increments to Intersection for the Arts isn't working. We are also losing money and time because of the fiscal agent fee and sometimes we run out of money and it takes three to four weeks to replenish it. The current process includes an expenditure report, which he brings to the Arts Commission for approval, and then he takes the approved report to Intersection for the Arts by Wednesday for payment on Friday. We've been in tenuous positions for payroll several times and it's frustrating.

The center is a diamond in the rough and deserves your support and your visitation. The center is a 34,000 square foot three story building in the heart of an area that is waiting for revitalization. The community is waiting to see something they can get behind and give their loyalty to. It has gone through 15 months of low funding, low activity, and discouragement and the time is now to turn it around.

Commissioner Roth said that she has heard from Ms. Gonchar and from everyone else involved

with the change at the center that the progress made is substantial and we're happy about that. We all want to give this community the best center that we can. Mr. Edington and the curatorial committee were chosen for their particular expertise. She knows that we are going to work together to make this a successful center and hopes that Mr. Edington understands the Commission's issues with approving the current budget. She looks forward to reviewing it next month.

Commissioner Walker asked for clarification on why the budget is not acceptable. Commissioner Roth said it is only a partial budget without details in the programming section and it needs more narrative.

Ms. Gonchar clarified that the Mayor's Office and the City Attorney's Office determined that Mr. Edington was to be hired as a City employee and deemed that it was best to run the funding through a fiscal agent. The Arts Commission selected Intersection for the Arts to be the fiscal agent for AAACC because of their experience. The Arts Commission tries to send the money to Intersection for the Arts quickly enough to meet payment requests, but Mr. Edington needs to coordinate his cash flow with payment procedures of both the SFAC and Intersection. Our other cultural centers are run by non-profits so they receive and manage their own funds. The plan was to have an interim situation for a year or two to stabilize the center and then implement an RFP process to find a non-profit to run the center.

Ms. Lerma clarified that the existing City employees at the center will be temporary City employees because we're in an interim situation. The artistic director would most likely be a contractor position. Also, all of our cultural centers need physical work. Some are in better shape but they all have facility needs.

Ms. Gonchar has been working with Ms. Daniels to research what needs to be fixed at the center and how to accomplish those improvements. It is extremely serious if lead-based paint is present on the outside of a building.

Mr. Edington said AAACC was taken over in adverse circumstances and the previous tenants did not leave behind records to help estimate program details. Some program ideas the ad hoc curatorial committee has developed include a monthly jazz program, a gospel brunch, and an annual artist fair. Two computer studios are equipped with computers for classes and dance, photography, and African drumming classes have been proposed. The budget in its current state represents five weeks of work and Mr. Edington doesn't know if the budget could be developed any further and still executed in the next six months. He would like to see the budget approved tonight with minor details worked out later. He asked what use is the budget if it takes until February for the budget to be approved and June is the end of the fiscal year?

He suggested that after placing the current staff, the community might be better advised to develop a provisional group to structure policies and programs and have that provisional group be modified rather than go through an RFP process. This group could be made of members from the curatorial committee, the community committee, and the tenants at AAACC. The community committee is made up of the displaced CAAAC advisory board, who still has an interest in the center's activities. If you want to develop the community's loyalty, the Arts Commission will need to integrate them into the structure.

Mr. Newirth commented that one reason the building is in such poor condition is because the previous tenants couldn't coordinate the spending of capital improvement money allocated back in

1995. They had elaborate renovation plans that were never implemented. The Commission did not feel comfortable handing money over to an organization that did not demonstrate the ability to use the money for the purposes for which it was intended. Last year, the Commission did not fund CAAAC and we never entered into a grant agreement with them. With the number and extent of the problems, the most egregious of them will be dealt with first, but there will be repairs that carry over into succeeding years.

As for the issue of how we move forward, there's a standard City process to provide a lease to a non-profit organization. We can talk about what might come in between, but the City's process is an RFP process, even if it's pretty clear who will win the proposal. A number of highly regarded artists were frustrated that they didn't have access to this community asset. We all want to maximize the usage of this community asset and I'm convinced that the building is large enough to meet all of the community desires in terms of programming as well as the arts community's desire to support the creation and presentation of visual and performing arts works.

Before excusing herself, Commissioner Mirikitani explained that she does not have enough information today to responsibly vote on the budget. She understands that there is enormous frustration around cash flow so it does impede the progress of the center. As a Commissioner, she has a fiduciary responsibility to make sure that the budget is presented in a way that satisfies the Commission's desires and standards and ultimately the City's standards.

We all have an investment in the cultural center in the Western Addition and she hopes that we can come together artistically and administratively. She also said that she has heard nothing but praise for the work that Mr. Edington has done at the center in bringing together positive change out of a negative situation. It is truly commendable. She hopes this Commission can insure that we move forward in an expeditious manner to make sure that a budget is passed and that staff will be clear with Mr. Edington about what the expectations are in order for that to happen. She didn't want to leave without expressing her concern and her compliments to Mr. Edington.

Mr. Newirth added that Mr. Edington's first challenge was to determine who of the former CAAAC staff needed to receive compensation from months of unpaid salary. Now we have Mr. Edington in the center who is both honest with the center's staff and with the Arts Commission. The improvements from last year are tremendous despite the additional improvements that need to be made.

Commissioner Walker said that while she hears concern about programming, she is currently much more concerned about the condition of the building. She said that artists and program directors need to understand that the building must be solid to prevent potential dangers to artists and audiences.

Ms. Gonchar clarified that we have funds for capital improvements that are not being held back by the lack of budget approval. We are not holding up money for facility improvements. Mr. Newirth added that we're trying to do attend to safety issues and crucial projects like the west wall first. He suggested we make improvements to various parts of the building in stages. For instance, perhaps we can do all the hazardous abatement and then all the ADA and renovation work on the first floor. Then we can activate the first floor while we work on the second and third floor.

Commissioner Roth asked for an update on the west wall. Mr. Edington said that DPW won the bid. Various entities are involved with approving and overseeing the work and this has been a long process. Mr. Edington suggested that if DPW doesn't start the work soon, then we should use

an outside contractor that promised completed work in 30 days. Mr. Edington is also frustrated with the additional costs that continue to be added to the west wall project while he hasn't seen any physical progress. Mr. Edington said the community has asked, "If this were Davis Symphony Hall or the Herbst Theater, would it take five months to address these issues?"

Commissioner Roth said she understands the frustration; these problems have been here for as long as she has been on the committee. We are not the private sector and we are restricted in different ways. It is a difficult process and we have to jump through a number of hoops that are enacted by voters and the Board of Supervisors.

Mr. Newirth reminded the Commission that as a City agency, we have to make sure we follow all of the state environmental laws. While some contractors may be able to do work in a more expeditious manner, we are held to a very high standard. Ms. Gonchar is in the process of talking to the Director at DPW to facilitate action on the project. Ms. Daniels said that we've established relationships and more clearly defined what needs to be done to the building. We are closer to developing and implementing a complete facility plan. Over the last six months, Ms. Daniels identified some key projects that need to occur. Last spring, all progress halted as we waited to see who was going to come in and run the center. Now, the City process has been explained to Mr. Edington and procedures are being set up with DPW.

Mr. Edington added that the center doesn't have heat. When they plugged in a coil heater, the lights went out in another part of the building. The water may be coming in through the floor space and impacting the electrical system. They have had two flameouts with smoke and fire. Ms. Byrde added that the fires occurred, fortunately, while the center was occupied and staff was able to put them out. She agreed that it's difficult to consider programming and inviting an audience into a damp, cold center.

Commissioner Roth asked what the capital improvement priorities are for AAACC. Mr. Edington said it's the west wall, the HVAC, and electrical upgrades. The electrical assessment has been completed.

Ms. Gonchar asked to return to Commissioner Walker's suggestion about prioritizing building safety over programming. Commissioner Walker clarified that the she was not suggesting that the building close for construction, but rather that priority in the budget be given to facility improvements over programming. Resolving the cause of the electrical fires should be moved up on the priority list because there are children in the building. The nature of these problems dictates untraditional methods of getting things done. Untraditional methods may go against the bureaucracy, but you can't continue on with business as usual if you have had two fires in a building.

Ms. Gonchar responded that the programming aspect of the budget is not holding up facility repairs. The staff's top priority is to remedy the major facility issues at the center.

Ms. Lerma clarified that we need to abide by environmental and City laws that define how we spend our money. In order to begin the work, we needed an electrical assessment which we now have. Whether it's an outside contractor or not, we need to have hazardous material abatement. This takes time. Historically, the Arts Commission has suffered because we're competing with huge, City-owned facilities like the hospitals and jails. We now have momentum and are moving forward with capital projects and facility projects.

Historically, the Arts Commission has tried to work with the non-profit at the center as a public/private partnership. CAAAC had an approved plan by the Arts Commission but never implemented it. Mr. Newirth added that CAAAC's proposal included raising private funds, which never materialized. Now, we may need to look at the center's projects more pragmatically and not expect to raise private funds until the center is more cleaned up.

Ms. Lerma said the key question is, do people want to continue to work in this facility given that they don't have heat. Ms. Byrde responded that she will continue to work in these conditions because the staff has worked hard to earn the respect of the community.

Mr. Newirth added that having the center staff voice their concerns and the urgency to the Commission is extremely important.

Commissioner Roth asked how long the center would be closed for if we closed it while making repairs to the City. Ms. Lerma said she couldn't estimate it. Mr. Edington said that an unoccupied building would probably take longer than an occupied building because the urgency would dissipate.

Mr. Newirth said that Supervisor Gonzalez went to the center and is excited about the center's potential. The building is in his district.

Commissioner Roth took public comment. Mr. Jack Davis, Executive Director of SomArts said that it's important that Mr. Edington have money as quickly as possible because it's hard to solve short-term problems unless he can spend money. Mr. Davis pointed out that the reason the City has put grant money into non-profits to run the centers is because non-profits can operate more quickly and with fewer restrictions. Mr. Davis's experience with using DPW is that they are slow, expensive, and insensitive to timelines. As soon as you give AAACC money to spend, Mr. Edington can help solve the short-term problems. Commissioner Roth told Ms. Gonchar that she should make it clear to DPW that if things do not speed up, we're going to go with an outside contractor.

Mr. Newirth asked Mr. Davis if he has had experience walking people through the certification process. Mr. Davis said you download a form off the Web for the contractor to sign. They also need a City vendor license.

Commissioner Roth said that she is confident that the program portion of the budget will be ready for approval in January and she knows that approving this budget does not affect building repairs. We do not call incomplete budgets for motion so she is removing the motion this month. She knows that this is a transition period but that doesn't change their obligation to the City and to insure how the money is spent. Ms. Gonchar said she would have a more detailed report on the west wall at that time.

Thomas Simpson with Afro Solo Theatre, a new resident organization at AAACC, expressed his appreciation to the Commission. The courage the Commission exercised last year has moved the center in a positive direction. There are many people in the Western Addition community aware of the problems at the center who have a negative impression of the Arts Commission staff. They do not understand all the good intentions the staff has and their commitment to fix up the building. He asked if the Commission could inform the community that it is the Commission's priority to deal with these issues so that it can function like the center that we all want it to be. A memo distributed to the residents at the center could be an effective correspondence.

Mr. Newirth said that hopefully the community needs assessment would convey the Arts Commission's commitment to the center.

There was no new or old business. Commissioner Roth adjourned the meeting at 6:10 P.M.

Next Meeting

January 8, 2002, 4:30 P.M. at 25 Van Ness, Suite 70, San Francisco

12-21-01

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COMMUNITY ARTS & EDUCATION COMMITTEE

January 8, 2002
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

AGENDA

DOCUMENTS DEPT.
JAN - 7 2002
SAN FRANCISCO
PUBLIC LIBRARY

1. WritersCorps Update
   Janet Heller
   Staff report.

2. Chinatown Community Arts Program (CCAP) Update
   Janice Hom
   Staff report.

3. Arts Education Update
   Rachelle Axel
   Staff report.
   a. **Motion to approve a grant up to $3,000 from CAC funds to the Every Child Can Learn Foundation in support of the PTA's Family Arts Workshop.**

   b. **Motion to approve the following pool of panelists for Arts Education**

Organization Grant selection:
Sheila Pressley, De Young Museum
Jonathan Yorba, Center for the Arts
Sheila Baumgarten, Koret Foundation
Carol Kocivar, PTA
Max Lantz, Youth Commissioner
Benjamin Lockett, Youth Commissioner
Myron Howard Johnson, Youth Commissioner

4. Program Director's Report
   Liz Lerma
   Staff report.

   AAACC Report: *Nancy Gonchar*

   AAACC Report: *Charles Edington*

   Cultural Facilities Projects Report: *Carol Marie Daniels*

   a. **Motion to grant up to $202,000 to Intersection for the Arts, for continued support as fiscal sponsor of the African American Arts and Culture Complex.**

   b. **Motion to approve the proposed AAACC 2001-2002 Management and Programming Plan and Budget from Cultural Center Line Item Hotel Tax Funds.**

5. New Business

6. Old Business

7. Adjournment

1-3-02

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ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

January 8, 2002
4:30 P.M.
25 Van Ness, Suite 70

DOCUMENTS DEPT.
FEB 19 2004
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PUBLIC LIBRARY

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1/8/02

Minutes

Commissioner Roth called the meeting to order at 4:40 P.M.

ROLL CALL

Commissioners Present
Denise Roth
Blanche Brown
Eddie Marshall
Ethel Walker

Commissioners Absent
Janice Mirikitani

1. **WritersCorps Update**
WritersCorps publications coordinator is currently researching methods for distribution and marketing of WriersCorps books. Concerns raised at the last meeting about the anthology's cost per book along with recommendations released by the publications coordinator will be shared at the February meeting. Ms. Heller confirmed that the collaboration with Sixth Street Photography does not add cost to the publication.

January to June is WritersCorps' "season" of events and publications. The Youth Poetry Slam League is underway. January 25th will kick off a slam between Log Cabin Ranch and Center for Young Women's Development. She invited the Commissioners to participate in the slams as a judge or to meet the young performers. For many of the youth, this is their first time reading in public. Meeting someone with stature like an Arts Commissioner may be very meaningful to them.

The slams are at four locations. The first one is at the Borders in Union Square at 400 Post, Friday the 25th at 7:00 p.m. The next one is at Mission Cultural Center for Latino Arts on February 22. The third is at the Borders in Stonestown Mall on March 22. The final slam is at SomArts on April 5.

WritersCorps is raising money to send youth to the D.C. slam event. From January 25-27, Borders

is donating 15% of purchases made with a special voucher from three stores located at Emeryville, Stonestown, and Union Square. Ms. Heller hopes to raise $1,000 through this effort. We will have the vouchers this Friday and will distribute to the Commissioners.

Our Martin Luther King Jr. free-write winner is Tashiana Jefferson, a sophomore at International Studies Academy. Her poem will be reproduced as a card and distributed at the MLK birthday rally at Civic Auditorium. She has been involved with writing since she was seven and is a big Terry McMillan fan. WritersCorps will present Ms. Jefferson with a signed copy of Ms. McMillan's latest book.

The program continues with a two-day teacher training mini-institute on January 15 and 16. A Web refresh will be posted later this month. The anthology planning team is underway.

In January, five youth interns were selected to work five hours a week on WritersCorps projects. They will each receive a $1,000 stipend over a six-month period. Some of the interns have been a part of the program since they were 11 years old. It's the first time WritersCorps is including youth in the operations of the program, which is seen as a positive step.

Ms. Heller passed out copies of the WritersCorps evaluative report. The report will be distributed to funders, the advisory committee, and others interested in the program. The report includes an evaluation of WritersCorps' impact including eight essays from various WritersCorps perspectives (a student, a teacher at a site, two evaluative essays by Dr. Boler, and a first year WritersCorps teacher). The graphic designer who worked on the report donated her time and helped attain printing at a reduced rate.

2. **Chinatown Community Arts Update**
The San Francisco Arts Commission Chinatown Community Arts Program and the Melody Chorus Society will present "Spring Melody Concert 2002" on Saturday, January 12 and Sunday, January 13. The Saturday concert will take place at the First United Methodist Church, 6235 Hamilton Avenue in Palo Alto, starting at 7:30 p.m. The Sunday concert will take place at the Marina Middle School, 3500 Fillmore Street (near Chestnut) in San Francisco, starting at 7:00 p.m. Chinese and Western chorus performances will be featured in these concerts, as well as a solo performance by soprano Manhua Gao. Tickets are $15 and are available at the door.

The gallery exhibit: Year of the Dragon, Four Seasons in the Life of Chinatown, San Francisco closes on January 19.

The Chinese Spring Festival will be February 23 and 24 at the Chinese Culture Center.

3. **Arts Education Update**
The California Creativity Forum, an all day forum at Yerba Buena Center for the Arts, will occur on January 23. Speakers will testify to the value of arts education, specifically around the newly adopted state and district standards. The theme is, "Art for every child, in every class, at every grade."

January 30 and 31 is a two-day professional development training sponsored by the Arts Education Funders Collaborative for elementary school teachers and principals in the school district.

Staff is waiting on announcing the arts education demonstration sites until the Superintendent's

Office confirms the recommendation.

AEFC will conduct their professional development workshops at the child development center in the spring.

Today, staff held an application workshop for the Arts Education Organizational Grants. The deadline is February 1. Commissioner Roth asked how many people attended the workshop. Ms. Axel said that the attendance is low and a number of attendees were not eligible for the grant. It's a narrow guideline for arts education organizations where more than 50% of their budget/activities/programs are geared towards programs for youth in the schools or in City-owned facilities. Commissioner Roth asked if the grant is so narrowly defined, is the workshop necessary every year. Ms. Axel responded that the workshops are good for the public process, public input, and efficient answering of application questions.

Commissioner Walker wondered if we could encourage organizations to adapt so that they fit our guidelines. Ms. Axel presented some background. The grant program was instituted four years ago because there was very little operational support for arts education groups. These organizations do not qualify for Grants for the Arts and Cultural Equity. It was instituted as a three-year pilot project and we will consider continuing the program beyond this year.

The Youth Arts Festival is in its planning phase. This is a weeklong, City-wide youth arts festival from May 11-19. The Arts Education program will be more involved in its presentation this year than in the past.

Saturday, February 2 from 9:00 a.m. - noon is the PTA sponsored Family Arts Day. This is an opportunity for families to attend art-making workshops with their children. The event will be at Enola Maxwell Middle School. In the past, the Arts Commission has supported Family Arts Day and we would like to continue this support.

Commissioner Marshall made the following motion:
Motion to approve a grant up to $3,000 from CAC funds to the Every Child Can Learn Foundation in support of the PTA's Family Arts Workshop.
The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to approve the following pool of panelists for Arts Education Organization Grant selection:
Sheila Pressley, De Young Museum
Jonathan Yorba, Center for the Arts
Sheila Baumgarten, Koret Foundation
Carol Kocivar, PTA
Max Lantz, Youth Commissioner
Benjamin Lockett, Youth Commissioner
Myron Howard Johnson, Youth Commissioner
The motion passed unanimously.

4. **Program Director Update**
Ms. Lerma reported that the Co-lab project is in production. This is a joint collaboration between the CAE and Gallery programs at the San Francisco Arts Commission and the Gallery and Intermedia Arts programs at San Francisco State University. There will be one exhibit in two

locations: one at the San Francisco State Gallery and the other at the San Francisco Arts Commission Gallery and a Grove Street window installation. A Symposium will be held on March 9 at San Francisco State University.

Ms. Lerma distributed a list of potential panelists for the PIC Program. She asked for recommendations for panelists from the CAE Commissioners.

Nancy Gonchar's Report
Ms. Gonchar reported that there is a Management and Programming Plan and budget that the staff can support, but there is disagreement on the budget.

Ms. Gonchar started the discussion with background information. Mr. Newirth allocated this year's budget of $403,894 to AAACC. However, Mr. Edington submitted a budget without money for programming. Mr. Newirth suggested using part of last year's allocation to CAAAC to fund outstanding salaries to former CAAAC employees ($32,000) and this year's AAACC programming.

Ms. Gonchar said this year's allocation for all four cultural centers, which was approximately $2.5 million, had been reduced by approximately $300,000 and there may be greater reductions. It is prudent to plan conservatively with half of the fiscal year to go without knowing how the fund will perform, if tourism will pick up, and how much will be available next year. Next year, the Controller's Office is only projecting $2.1 million ($2,185,416 which is $397,344 less than this year) for cultural center funding.

AAACC's current budget of about $806,000 might drop to only $300,000 next year. We should also not expect very much capital funding. Despite the numerous facility improvements made to the center this year, we may need to replace the HVAC system next year ($95,000). Ms. Gonchar suggested we preserve some money from 2000-01 for 2002-03 with $100,000 reserved for capital expenses. Ms. Gonchar also cut some costs out of operations and facilities such as furniture as it can wait for next year and print and promotion because it's already covered in individual program budgets.

This year, SFAC staff is recommending a budget of $774,000. Edington is recommending a budget of $806,000. Although this is not a big difference, it would be prudent to save money for next year, given the uncertainty of the performance of the Hotel Tax Fund.

Commissioner Roth asked Mr. Edington to clarify what "expendable supplies" meant and what furniture did he want to purchase. He answered that expendable supplies are office supplies and he would buy new chairs and tables for the Hall of Culture.

Mr. Edington's Report
Mr. Edington gave his report and expressed some of his frustrations. He said he provided Mr. Newirth with a budget that primarily addressed improving the building's physical presentation after 12 years of deferred maintenance. After preparing and submitting this budget, he was told that the budget needed to include programming.

If you include this year's money, last year's $400,000, and capital money set aside, there is roughly $1 million+ on the table for this fiscal year. The fiscal sponsorship fee was negotiated down from 10% on the first $200,000 to 5% for the remaining money transferred. Mr. Edington identified additional expenses wasted in that his salary is over $90,000 because he's a City

employee.

Mr. Edington objected to the Arts Commission micromanaging the facility by determining who does studies, who works at the center, who manages the theater, and what kind of programs should happen in the center. He said in this situation, he becomes a gate keeper and money manager and not a director. He complained that the latitude that has been given to the site to make decisions is very limited. The assistance came late and the rules kept changing.

Ms. Gonchar reminded Mr. Edington that he is a City employee and, as such, works closely with Arts Commission management. Just like all Arts Commission employees, he reports to the Arts Commission.

Mr. Edington said that he wanted some money to program projects generated from AAACC, but there wasn't money available because $125,000 went to the Curatorial Committee. Mr. Edington wanted $80,000 for AAACC initiated programming and another $50,000 for community programming. This was cut to $50,000 for AAACC programming and $40,000 for community programming with extensive restraints on how the money would be given for collaborative programming. Mr. Edington felt that $50,000 for onsite programming out of an $800,000 budget was a gross disparity. He asked, "How do you run programs and revitalize the center when the restrictions on the budget for site created activities are onerous?"

Ms. Gonchar reminded Mr. Edington that all programming approved was AAACC programming. The Curatorial Committee was advisory and designed to assist Mr. Edington in his efforts. There should be no distinction made between AAACC programming, community programming, and curatorial programming. All programs encompass all of these contituencies.

Mr. Edington felt uncertain that unspent money from this year's budget would carry over to the next year. Ms. Gonchar responded that there are different categories of City funds, each designated in different ways based on legislation. The money Mr. Edington was referring to is designated as a continuing fund, which means it automatically carries forward into the next fiscal year. It stays in the Arts Commission's account and the Commission decides how it should be spent.

Commissioner Walker asked for clarification. "Originally $430,000 was allocated to the previous center. If they had used that money, it would have been all gone, but when they didn't use it, it went back to the Arts Commission?" Commissioner Marshall asked, "Can the cultural center appeal for that money?"

Ms. Gonchar responded that $430,000 was initially approved for AAACC from FY 2001-02 funds. Ms. Gonchar explained the process. An organization submits an MPP to determine the budget. We haven't received this plan until now. We started with an initial draft budget. Mr. Edington interjected that it was his understanding for two months that it was a legitimate budget for the fiscal year, endorsed by Mr. Newirth. Ms. Gonchar agreed that Mr. Newirth approved the first budget Mr. Edington submitted.

Ms. Gonchar continued. We've made a year's funding available to AAACC ($430,000) and $500,000 was transferred to Intersection for the Arts for Mr. Edington's use. All we wanted to do with the FY 2000-2001 funds was pay off the unpaid salaries and allow for current year programming. In addition, some expenses were moved over because Mr. Edington had exceeded the budget approved by Mr. Newirth.

Mr. Edington said that he has no doubt that AAACC could generate income that would match the SFAC grant amount and have the center running with a $1million budget within two years. However, he said that if we continue to "muddle along" with facility improvements, it would take three years to reach this level.

Ms. Gonchar objected to the phrase "muddle along." She said the Arts Commission committed $180,000 in capital money to the center and provided money for a one-year budget to bring on staff and contractors and improve facilities. Up until now, the Arts Commission has done everything Mr. Edington has recommended. The only difference in the Proposed and Recommended budget is conservation. Ms. Gonchar feels strongly that we should retain $100,000 to be put into next year's budget (2002-2003) since a loss in revenues of the Hotel Tax is certain. Mr. Edington does not have a track record yet to show that he can raise money. Everyone agreed that the focus would be on improving the facility this year.

Commissioner Walker clarified that renovating the entire building would cost millions of dollars. The repairs reflected in the budget are repairs for which we have funding. Once these are finished, the building will be much more habitable. There was discussion about the center's currently operating HVAC system. Ms. Gonchar has placed $100,000 on reserve for heating system repairs and other potential emergencies.

Ms. Lerma noted that the difference between the two budgets is whether we spend or save money this year. Ms. Lerma supported Ms. Gonchar's conservative approach. We may need a new HVAC system.

Commissioner Roth took public testimony. Mr. Jack Davis, executive director of Somarts, expressed empathy for Mr. Edington's situation because he's wearing two hats. Mr. Edington is both a City employee and a center director. Since he has to follow the rules of the Arts Commission and City, it makes it difficult for him to wear the hat of a director. Mr. Davis said the Arts Commission wisely passes grant money on to selected non-profits to operate the centers because it wants an overview and assurance that the money will be spent in an approved manner, but they do not want to manage the day to day operations. If the center is a City agency, you have to operate under the laws of the City. All the other centers have steady operations. Their own board and staff make decisions. Mr. Davis said the Arts Commission staff is acting as the center staff and board and making operation decisions for a building that they do not occupy. He said the sooner the center becomes an independent non-profit that is in touch with the community's needs, the sooner many of these complications will end.

Ms. Gonchar said when the center is more stable we will begin an RFP process to find a non-profit to run the center.

Idris Ackamoor with Cultural Odyssey and chairman of the Curatorial Committee spoke and is very excited about the season shaping up for AAACC. He said that a limited amount of productions will go a long way to establish the center in a positive light. There will be five productions from the Curatorial Committee. The first presentation is First Contact, opening February 28 and runs through March 2, featuring emerging artists (Aya de Leon, Oscar McFarlan, and other young artists). The African American Shakespeare Company will present a hip-hop version of *MacBeth* for two weeks. Edris Cooper and the Black Artist Cultural Exhibition is coming in with a new Robert Alexander play for two weeks. Afro Solo will present part of their festival at AAACC. We have the potential of having some of the most exciting, professional, emerging and established African American arts organizations occupying the center for periods of time. *Arts Monthly*, *Theater Bay Area*, and KQED are doing stories on the upcoming AAACC

season.

Mr. Charles Gibson-McClinton spoke. He sited a July 20, 2001 memo from Mr. Newirth where he allocated $125,000 to the Curatorial Committee he appointed without community input. Mr. Gibson-McClinton called this Curatorial Committee an abomination and an imposition on African American art by Mr. Newirth. He also expressed concern with the claims that this situation is temporary. He asked why a board and advisory board is not in place. He called the Curatorial Committee clandestine and asked the Commission to start an investigation in a potential conflict of interest. He would like to see the Curatorial Committee shut down until the investigation is over. He will submit a letter to the Commission.

Mr. Thomas Simpson, executive director of Afro Solo and a new resident to the center, said that by working with Mr. Edington and Ms. Byrde, he sees the potential of an exquisite beehive of activity. In addition to the presentations Mr. Ackamoor mentioned, there will be gallery exhibitions, and community advisory committee ideas. He is looking forward to moving the process forward.

Commissioner Roth closed public testimony and made a motion to approve the SFAC Staff Recommended budget. She said she believes we should prepare for a very disappointing 2002-2003 budget year based on this year's Hotel Tax revenues.

Commissioner Marshall asked if there are other income sources should the center have a big deficit. Mr. Edington replied that if the center operates along the lines that he envisions, the center could double their revenues next year through parking lot revenue, activity in the theater, the gallery, cultural hall rentals, and other income generating programs.

Ms. Gomez reiterated that we will be putting out an RFP for a non-profit to run the center. She asked, "Is it fair to leave them in a position without a safety net?" It might take years to bring the center up to speed.

Commissioner Marshall made the following motion:
Motion to approve the SFAC Staff Recommended AAACC 2001-2002 Management and Programming Plan and Budget from Cultural Center Line Item Hotel Tax Funds.
A discussion followed.

Commissioner Brown said that as much as she would like to offer Mr. Edington all the money that he wants, she thinks we need to save money for next year. Commissioner Walker said she has problems not accepting Mr. Edington's proposed budget. She asked at what point does the main problem get solved, which is not the difference between the budgets, but that no one on site at the center has power.

The motion passed unanimously.

Ms. Gonchar reported that we have discussed issuing an RFP, but the timing has not yet been determined. The City owns the building and leases it to a non-profit entity, so we have to issue an RFP to conduct a public process. Mr. Edington asked why couldn't a provisional non-profit agency be structured that operates like the other centers. Ms. Lerma reiterated that the City Attorney's office has recommended that the SFAC conduct an RFP process.

Commissioner Brown made the following motion:

Motion to grant up to $202,000 to Intersection for the Arts, for continued support as fiscal sponsor of the African American Arts and Culture Complex.
The motion passed unanimously.

There was no new or old business. Commissioner Roth adjourned the meeting at 6:10 P.M.

Next Meeting

February 12, 2002, 4:30 P.M. at Mission Cultural Center for Latino Arts, 2868 Mission Street, San Francisco

1-28-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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2/02

"Cancelled"

COMMUNITY ARTS & EDUCATION COMMITTEE

February 12, 2002
4:30 P.M.
Mission Cultural Center for Latino Arts
2868 Mission Street, San Francisco

Notices

Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

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AGENDA

DOCUMENTS DEPT.

FEB - 8 2002

SAN FRANCISCO
PUBLIC LIBRARY

02-08-02P01:40 RCVD

1. WritersCorps Update
   Janet Heller
   Staff report.

2. Chinatown Community Arts Program (CCAP) Update
   Janice Hom
   Staff report.

3. Arts Education Update
   Rachelle Axel
   Staff report.

4. Program Director's Report
   Liz Lerma
   Staff report.

1a)

a. **Motion to approve grants to the cultural centers in the following amounts for additional Hotel Tax Funds received but not granted by the SFAC in 2000-2001:**
BVOH: $33,578
MCCLA: $58,898
SomArts: $101,686

Total: $194,162

b. **Motion to approve the following pool of panelists for Programs in the Community grant selection:**
Marie Acosta Ponce, Acosta & Associates
Juana Alicia, Institute for Urban Arts
Janeen Antoine, American Indian Contemporary Arts AICA
Brenda Berlin, Young Audiences of the Bay Area
Anne Brodzky, Meridian Gallery
Winnie Chu, Community Foundation of Silicon Valley
Grant Din, Asian Neighborhood Design
Gary Draper, Performing Arts Workshop
Tom Ferentz, Sixth Street Photography
Janell Flores, Zeum
Prado Gomez, Proyecto Contra SIDA por Vida
Linda Howe, Zellerbach Family Fund
Safi Jiroh, EdgeWork Consulting and Coaching
Tana Johnson, SF MOMA
Lester Jones, Zellerbach Family Fund
Diem Jones, East Bay Center for Arts
Herbert Kohl, USF School of Education
Nashormeh Lindo, Independent Consultant
Gina Mackintosh, The ArtCouncil, Inc.
Carolyn Mason, Performing Arts Workshop
Greg Morozumi, La Peña Cultural Center
Claudia Naganuma, Asian American Dance Performances
Matthew Onik, Youth Commission
Alleluia Panis, Kulintang Arts
Kristen Ramirez, Southern Exposure
Karen Ransom, Oakland Museum
Joe Rodriguez, San Jose Office of Cultural Affairs
Jennifer Ross, About Face Consulting
John Seto, California Arts Council
Sarah Shelley, World Arts West
Arlene Shmaeff , MOCHA
Jordan Simmons, East Bay Center for Arts
Cynthia Taylor, Yerba Buena Center for the Arts
Lance Walker, Marin Arts Council
Vanessa Wang, East Bay Community Foundation
Ann Wettrich, Independent Consultant
Charles Wilmoth, Jon Sims Center
Midge Wilson, Bay Area Women's and Children's Center

Pamela Wu, Asian American Theater Company
Jonathan Yorba, Yerba Buena Center for the Arts

1a) AAACC Report: *Nancy Gonchar*

AAACC Report: *Charles Edington*

Cultural Facilities Projects Report: *Carol Marie Daniels*

5. New Business
6. Old Business
7. Adjournment

2-7-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

Agenda

SAN FRANCISCO ARTS COMMISSION
25 Van Ness Avenue, Suite 240, San Francisco CA 94102

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Pages :	**1**
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The CAE Committee meeting has been cancelled due to lack of quorum. 2/12/02

02-11-02P05:09 RCVD

DOCUMENTS DEPT.

FEB 11 2002

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

March 12, 2002
4:30 P.M.
Bayview Opera House, Ruth Williams Memorial Center
4705 Third Street San Francisco

Notices
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AGENDA

DOCUMENTS DEPT.
MAR - 8 2002
SAN FRANCISCO
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1. **WritersCorps Update**
   Janet Heller
   Staff report.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

03-08-02P02:09 RCVD

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   a. **Motion to approve the following organizations as recipients of the Arts Education Organizational Grant 2002 for the noted amounts:**

California Poets in the Schools	**$5,000**
Leap...Imagination in Learning	**5,000**
San Francisco Arts Education Project	**5,000**
Loco Bloco	**5,000**
Performing Arts Workshop	**5,000**
Young Audiences of the Bay Area	**5,000**
Abada Capoeira	**5,000**
Streetside Stories	**5,000**
Architectural Foundation of San Francisco	**3,500**
Randall Museum	**3,500**
The New Conservatory Theater	**3,000**

4. **Program Director's Report**
   Staff report.

   AAACC Report: *Nancy Gonchar*

   AAACC Report: *Charles Edington*

   Cultural Facilities Projects Report: *Carol Marie Daniels*

5. **New Business**

6. **Old Business**

7. **Adjournment**

3-8-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO ARTS COMMISSION

03-29-02P03:05 RCVD

COMMUNITY ARTS & EDUCATION COMMITTEE

April 9, 2002
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

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Notices
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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

4. **Program Director's Report**
   Staff report.

Motion to approve the Programs in the Community (PIC) grant to the following

PIC grantee organizations, recommended by the PIC review panel, from the 2002-03 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

The Arc San Francisco	**$16,000**
Institute on Aging	**$18,000**
Lavendar Youth Recreation and Information Center	**$15,000**
Life Frames, Inc	**$16,000**
Positive Directions Equals Change, Inc.	**$15,000**
Every Child Can Learn	**$15,000**
Richmond District Neighborhood Center	**$13,500**
San Francisco Ministry to Nursing Homes	**$16,000**
San Francisco Women Against Rape	**$16,119**
Tenderloin Reflection and Education Center	**$4,880**
TOTAL	**$145,499**

Motion to approve distribution of additional funds for Programs in the Community (PIC), pending written confirmation from Grants for the Arts if the funding exceeds $145,499, following the recommendations by the panel: a) increase to $6,100 for Tenderloin Reflection and Education Center; b) distribute the remainder evenly to San Francisco Women Against Rape, Institute on Aging and Richmond District Neighborhood Center.

AAACC Report: *Nancy Gonchar*

AAACC Report: *Charles Edington*

Cultural Facilities Projects Report: *Carol Marie Daniels*

5. **New Business**

6. **Old Business**

7. **Adjournment**

3-29-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

April 9, 2002
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

4. **Program Director's Report**
   Staff report.

Motion to approve the Programs in the Community (PIC) grant to the following

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TOTAL	**$145,499**

Motion to approve distribution of additional funds for Programs in the Community (PIC), pending written confirmation from Grants for the Arts if the funding exceeds $145,499, following the recommendations by the panel: a) increase to $6,100 for Tenderloin Reflection and Education Center; b) distribute the remainder evenly to San Francisco Women Against Rape, Institute on Aging and Richmond District Neighborhood Center.

Motion to approve up to $274,332 as a grant to Intersection for the Arts as fiscal sponsor for the African American Art & Culture Complex.

AAACC Report: *Nancy Gonchar*

AAACC Report: *Charles Edington*

Cultural Facilities Projects Report: *Carol Marie Daniels*

5. **New Business**

6. **Old Business**

7. **Adjournment**

4-03-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

April 9, 2002
4:30 P.M.
25 Van Ness Aveneue, Suite 70
San Francisco

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Minutes

Commissioner Roth called the informational meeting to order at 4:47 P.M.

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FEB 19 2004
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ROLL CALL

Commissioners Present
Denise Roth
Blanche Brown
Ethel Walker

Commissioners Absent
Eddie Marshall
Janice Mirikitani

1. **WritersCorps Update**
Avesa Rockwell, Project Assistant for WritersCorps, made the report since Ms. Heller had to attend a meeting with Juvenile Probation. The final slam happened on Friday at SomArts with 13 finalists and an audience of 200 +. Judges included Susan Leal and Commissioner Andrew Brother Elk. Two students, Ieremiah T. from Log Cabin and Antonio Caceres from S. F. Public Library, were selected to go to Washington D.C. on May 3rd.

This year, staff started phasing out the use of Borders as a venue for the slams and had two slams at community cultural centers, Mission Cultural Center (MCCLA) and SomArts. WritersCorps' event coordinator, Jose Carrasco from Loco Bloco, played a critical role in the slams' success in the community.

The annual book party for WritersCorps' anthology, *Believe Me I Know*, will be on June 5th at the Main Library. The book will be published this month and the book shape will be square.

Usually staff starts recruiting new teachers at this time, but teacher retention is almost 100% this year. In May, staff is only looking to hire a male teacher for Log Cabin.

A comedian, Lisa Geduldig, selected WritersCorps to be the beneficiary of her next show. The event is called Funny Girlz and is on May 11 at 8 p.m. at the Herbst Theatre. Ms. Geduldig invited

a WritersCorps youth, Lydia Celis, to perform with her.

Also, Commissioner Mirikitani will be reading on April 20th at 2:00 p.m. at Small Press Distribution, one of WritersCorps' supporters.

Commissioner Roth congratulated Ms. Rockwell and WritersCorps on another successful year.

2. **Chinatown Community Arts Update**
Currently on display in the gallery is an abstract exhibit called Slowly Entered featuring six artists from Asian American Women Artist Association. The reception on April 6 hosted 100+ viewers.

On April 14th, CCAP hosts the annual Spring Symphony chamber music in cooperation with the San Francisco Symphony. Commissioner Kirk Anderson will represent the Commission at the event.

3. **Arts Education Update**
In March, the Arts Commission applied for two California Arts Council grants. Ms. Axel just heard that the Arts Commission received the Local Arts Education Partnership grant for $20,000 to advance the Arts Commission's collaboration with the school district. Staff is still waiting to hear about the State/Local Partnership Program grant.

The Arts Providers Alliance, including approximately 50 arts organizations and individual artists working with the school district, is discussing building in a part-time staff person to oversee the Alliance.

The Youth Arts Festival Week is May 11-18. There will be a VIP reception on May 9th. May 18th is when families are invited to the Zeum rooftop for a hands-on art experience.

On the same day, the California Arts Council is sponsoring a conference in San Jose for model arts program grantees.

The Arts Education Funders Collaborative held the first model development workshop with Sanchez Elementary School on April 7. This was the first of three workshops for schools to plan the next four years to build arts education programs into their schools with support from AEFC.

4. **Program Director Update**
As acting program director of the Community Arts and Education Program, Ms. Gomez thanked the CAE staff for their cooperation.

CAE had a panel meeting to review grants for Programs in the Community. The panel recommended awarding $145,499 to ten organizations contingent on funding from Grants for the Arts. These are funds for non-arts organizations that have arts programming.

The cultural centers are turning in their management and programming plan and budgets for 2002-03. Staff is awaiting Mission Cultural Center for Latino Arts' (MCCLA) outstanding budget.

The commitment to keep the Fulton Street facility up and running has met with success. The Curatorial Committee developed quality programming including First Contact, Hip-Hop Macbeth, and a wonderful gallery exhibit. The community response has been extremely positive to the cultural programming at the center. Many thanks are due to the Curatorial Committee, which also

includes staff member, Marcie Byrde.

Some outstanding issues are directly related to the African American Art and Culture Complex (AAACC). On April 1, the cultural centers' MPP and budgets were due. AAACC's submission was late and incomplete, lacking information on cultural programming. The revenue figures were incorrect and need clarification. Staff will work with AAACC staff during the month of April and hope a revised MPP and budget will be submitted by the end of the month.

AAACC submitted a budget amendment on April 8 and staff has not had a chance to review it.

On April 8, Ms. Gomez received a fax that announced AAACC staff had been laid off. Arts Commission staff has no understanding of why such a lay off was necessary. Mr. Edington has not given Commission staff any information on that situation at this time.

Commissioner Roth noted that ten organizations are recommended for funding. She asked how many organizations applied for funding. Ms. Takayama answered 21.

Commissioner Walker made the following motion:
Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2002-03 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

The Arc San Francisco	**$16,000**
Institute on Aging	**$18,000**
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San Francisco Ministry to Nursing Homes	**$16,000**
San Francisco Women Against Rape	**$16,119**
Tenderloin Reflection and Education Center	**$4,880**
TOTAL	**$145,499**

The motion passed unanimously.

Commissioner Roth asked if staff is expecting an increase in funding from Grants for the Arts. Ms. Gomez said that staff requested an increase in funding from Grants for the Arts, but it is unlikely that we will receive our request.

Commissioner Roth noted that the panel recommended to increase the funding for four organizations rather than fund additional organizations. Ms. Gomez noted that the request made by one of the organizations is very small. If the program receives additional funding, the amount will be so small that it probably won't be enough to fund another organization.

Commissioner Brown made the following motion:
Motion to approve distribution of additional funds for Programs in the Community (PIC),

pending written confirmation from Grants for the Arts if the funding exceeds $145,499, following the recommendations by the panel: a) increase to $6,100 for Tenderloin Reflection and Education Center; b) distribute the remainder evenly to San Francisco Women Against Rape, Institute on Aging and Richmond District Neighborhood Center.
The motion passed unanimously.

Cultural Center Facility Report
Center-wide, the centers are replacing burned out lamps in exit signs. Bayview Opera House, Ruth Williams Memorial Center (BVOH) and MCCLA are complete; SomArts has a few lamps remaining; AAACC will be complete as soon as the next order is filled.

The next center-wide project is conservation. Staff will remove non-operating fixtures and replace them with new energy saving fixtures and replace old working fixtures and lamps with energy saving fixtures and lamps.

At MCCLA, furnace controls are installed: all five roof units and one interior unit are working. DPW and Yamas Controls, Inc. identified a malfunctioning economizer as the cause of uneven airflow in the building. In addition, Arts Commission staff, Mr. Rommel Taylor will develop a building usage survey. The building was originally a furniture warehouse and when new walls were constructed the airflow was altered. The building usage survey will poll tenants on how comfortable/uncomfortable they find the temperature in the building. Floor-by-floor and room-by-room, the activities and times of usage in various rooms will be identified to better balance the temperature throughout the building. This survey will be adapted for the other cultural centers as well.

Thyssen-Krupp, the elevator maintenance company, submitted a proposal to install a phone in the passenger elevator and to repair door straps on the freight elevator.

Today, Ms. Daniels met with the Executive Director of BVOH, Shelly Bell; Construction Project Engineer, Claudia Cody; and Restoration Architect, Alice Carry, to discuss BVOH's plaza design and construction. The Metropolitan Commission awarded BVOH $1.4 million to develop a plaza along with the Third Street Lightrail Project. They are currently identifying funds to build a new facility and look at historical restoration of the existing structure.

Remaining projects for BVOH are interior hazmat disposal. Staff hopes to have abatement done by the end of this fiscal year. Exhaust fans on roof have been cleaned and repaired. In the past 60 days, no water leakage has been reported.

Three heaters at SomArts are out of commission. DPW will provide an estimate for their repair or replacement. Both the water fountain and the plumbing in the men's restroom are repaired. Mr. Jack Davis is awaiting a third bid for electrical work to replace a fire panel.

At AAACC, waterproofing the west wall and pigeon abatement is nearly completed. DPW is replacing broken windows and hazardous waste in the window putty. A serviceman repaired the elevator. The gallery was renovated with an electrical upgrade, a partial wall constructed, new track lights and a motion detector installed, and the floor and walls painted. An electrical assessment to determine the capacity of the building is completed. $61,000 is allocated for an electrical upgrade in the building and Ms. Daniels is waiting for a facility plan that maps out the needs for each room.

Next year, one furnace will be replaced.

The fourth floor mechanical room which houses electrical panels, timers, and heating controls is no longer being used as a photography studio. Work on the photo studio was done without the appropriate city permits and safeguards, presenting serious safety hazards.

Work on the second floor to install sinks to accommodate a silkscreen studio and a new photo lab are underway without consultation with Ms. Daniels. In addition, Ms. Daniels observed work on bathroom stalls in the ramp area, but she has not approved any of the work. This work is not done in accordance with the Cultural Center Maintenance and Repair Policy. All renovation projects require Arts Commission approval and coordination with the Cultural Facilities Manager.

Nancy Gonchar's Report
To date, the Arts Commission has allocated $597,135 to AAACC of a $774,332 approved budget, which is exclusive of capital monies that were approved. For several months, Ms. Gonchar has requested a year-to-date financial report that would compare the actual expenditures to the approved budgeted items. She received some of that information only today. Her request for a report on received revenue is outstanding. It appears that some of the revenue has been spent without Commission approval.

Ms. Gonchar summarized the last two invoices from AAACC. Staff received an invoice in March for $100,000. A check was issued March 19. A second invoice was received on April 1, less than two weeks later, for $100,000. Ms. Gonchar was concerned that $100,000 was spent in two weeks.

Today Ms. Gonchar learned in writing that AAACC staff was laid off and that payroll was not met. That is unfortunate because $100,000 was just disbursed and financial management should set payroll as a priority.

Mr. Edington is aware that the City process for disbursing money takes several weeks. The process can take longer if there are contradictions within the financial report or if staff needs clarification.

Ms. Gonchar suggested that it might be a good idea to have the Controller's Office perform a financial audit.

AAACC Report
Mr. Edington said he and the staff were disappointed the location for the CAE Committee meeting was changed from AAACC back to the Arts Commission. He hopes the Commissioners will visit and attend upcoming events.

Mr. Edington said he was told that AAACC is a hybrid organization and that money for operations would be sent to AAACC in $100,000 increments. He outlined his understanding of the process. The Commission would initiate a request to the Controller, transfer the money to the fiscal sponsor, then AAACC would get approval to spend money. He also believed that the remaining balance would be placed in Intersection's account for AAACC spending when the Commission approved the program plan in January.

There were two instances when the transfer of $100,000 was delayed. He felt that AAACC has no control over when the $100,000 request is made, when the request is made to the Controller, nor

when it is transferred to the fiscal agent. That is all under the control of the Arts Commission. On January 25, Mr. Edington gave a cash flow projection from February - June to Ms. Lerma (the former CAE Program Director), Ms. Bok at Intersection for the Arts (Intersection), and to the Arts Commission accountant. This was suppose to be a guide to insure that funds would be available for AAACC to be reimbursed. The projection reflected center spending at approximately $133,000/month. Mr. Edington asked Mr. Newirth for an on-site $12,000 revolving account to insure that AAACC could make payroll.

Last week, on the day of payroll, Intersection staff told AAACC there was no money in the account. No one from the Arts Commission contacted AAACC. When Mr. Edington made inquiries to the Arts Commission, he said he was unable to reach Commission staff. Mr. Edington met with Intersection staff to show the approved budget and Intersection staff said the Arts Commission transferred $600,000 and they were not going to transfer any more money. Intersection staff told Mr. Edington that it would take 30 days until more funds could be transferred, and without enough money on hand to meet payroll, all but two staff members were laid off temporarily until AAACC could straighten out the funding dilemma.

Mr. Edington said AAACC was out of options because Mr. Newirth was out of town, Ms. Lerma's position is vacant, and Ms. Gomez did not indicate a sympathetic ear. Mr. Edington contacted the Mayor's Office and let them know that AAACC funds had been "abruptly halted," the transfer of money from the Arts Commission to the fiscal sponsor had not been executed, and that the fiscal sponsor could not account for why there was not enough money to pay bills when he felt that the budget shows there should be.

With regards to fiscal reporting, Mr. Edington said he and Ms. Lerma agreed that he would provide an expenditure report showing a comparison to the budget on the fifth of each month. Commission staff received the February and March report. The April report was delivered yesterday due to holidays. His report shows a very little over expenditure, primarily in payroll tax. Two weeks ago, AAACC staff asked Ms. Gomez how to request a budget change to cover payroll taxes and increased security needs.

Mr. Edington said that the Commission entered into an agreement with the fiscal sponsor to handle the cash flow for AAACC. He indicated he felt that the Arts Commission has not actively taken a role to develop systems with the fiscal sponsor.

For a short period, Mr. Newirth and Mr. Edington held Wednesday meetings. Mr. Edington expressed several concerns. On record, Mr. Edington is liable for technical and operating concerns of the facility, rather than the City. A month ago he expressed concerns with Workers Compensation. He met with Arts Commission staff about issues that "languished" or he was given insufficient information.

He has taken initiative to make needed improvements on the building due to deferred maintenance. He tried to adhere to Arts Commission guidelines, but in many cases they had to solve internal problems on their own because of lack of Arts Commission assistance. One example is the West Wall. It had asbestos, lead-based paint, and leaked water into the facility. Mr. Edington selected two contractors. One contractor that bid $32,800 had no knowledge of the City's hazmat rules, so DPW took over the job. Mr. Edington asked how long it would take. DPW said 30 days, weather permitting. That was 120 days ago and it' s still not finished.

AAACC staff has been submitting expenditure reports on a regular basis to the fiscal sponsor. The

last time Mr. Edington met with Mr. Newirth and Ms. Gonchar, they made several requests. One was a review of the AAACC tenants. He said he would make it available on site. He said they set up a structure for the expenditure reports. One call to Mr. Edington or Intersection for the expenditure report would have solved a lot of problems.

Mr. Edington congratulated Mr. Idris Ackamoor for his revitalization of the theater. Mr. Thomas Simpson, the interim program manager, set up a community based collaborative funding program where the community can initiate programs. There were 44 requests for over $140,000. AAACC funded 14 programs and fully committed $40,000. There is a groundswell of support at the center and the more activity that happens with input from the community, the greater the potential. The center can be a rich resource for the community with nine artist tenants and the hopes to add four more.

Commission Roth asked for a copy of the cash flow projection and a monthly expenditure report. She then opened the floor to public comment.

Ms. Carmen Johnson said AAACC has been growing and introduced the Ad Hoc Committee made up of people from the Western Addition community who have taken an interest in the cultural center. The Ad Hoc Committee meets every Wednesday at 2:00 at AAACC to discuss how to move forward and how to include the Western Addition community in the center's programming. Some of the Ad Hoc members reviewed the community proposals for the collaborative projects. The Committee would like to recommend formalizing an advisory committee or board of directors.

Reverend Ted Frazier, associate pastor from a local Pentacostal Church, has lived in San Francisco for almost 50 years, primarily in the Western Addition. He has participated with the center for a number of events and noted the physical and programmatic progress made. He asked for mercy from the Commission to understand the importance of the center in a community that has been plagued with crime and violence and government agencies that have disrupted the community. The center represents pride in the people and the culture. He knows there have been some problems in the past but he hopes to be more involved and wants to work together with the Arts Commission. The committee has people who want to make the center a success. They just need to know the rules by which to play. The community should have direct input in determining the future of the center. The Ad Hoc Committee is the beginning of that process and as the center is being built, the Commission should build an entity that can assist with the fiscal agent and Commission to make sure all the requirements and policies are implemented.

Mr. Charles Gibson-McClinton is concerned that AAACC has been treated differently than the other centers. In the past, the SomArts' director left the country with organizational funds. SomArts was able to form a board in-house and did not have their funding disrupted. The Arts Commission helped them solve the problem and they've thrived ever since. MCCLA had problems and reorganized with the blessing of the Commission. They worked it out in-house and thrived ever since.

With AAACC, the budget was cut off for a year and now there's another budgetary problem. Mr. Edington is reporting to three people and going through another agency for money. The other centers didn't have to go through this process.

Mr. Gibson-McClinton disapproved of the RFP process for finding a new organization to fill the center. He would like an opportunity for the organization to work out their problems just like the

other centers.

Mr. Matthew Ruzette is a lifetime San Francisco resident. He said the center is a great building in a great location with lots of space. Through the meeting, he observed a lack of communication. The details of the problem seem very mundane. The center's time is better spent providing more community events, shows, and art events. People all over the City need a center like this working at full capacity so that youth have things to do on the weekends and at night.

A member of the Ad Hoc Committee who said she lives and works in the community said that they did everything they were supposed to do and now the funding is held up. This is not fair and there are many hoops to dance through. This should be ironed out because this is affecting people beyond the center staff. She is disappointed that the photography studio is no longer being built.

Ms. Saundra Mayo lives in the Western Addition. She would like to see an African American culture center be viable again. Her daughter grew up and participated in the activities at the center. She and other young people are wondering why the center isn't active like it used to be. Another audience member said the Ad Hoc Committee, under the leadership of Mr. Edington, are trying to rejuvenate the center. With viable programs, young people would participate in center activities instead of being out on the streets.

Mr. Idris Ackamoor said for the last 15-20 years, the budget at the center has been around $300,000/year. There has not been any funding outside the Arts Commission and he called this a tragedy. He said the center should have a budget of $1.5 million, but the center can't even manage $400,000. One of the first things he would have done was hire a fundraiser to look for alternative funding sources. He was glad that the season's two shows brought in $14,000 in earned income. Half of it goes to the center for future programming. There are plenty of programs, but we need funding more than anything else.

Commissioner Roth closed the floor to public comment.

Mr. Edington agreed with Mr. Ackamoor that funding is crucial. Funding means independence to support projects that are not art related. In Mr. Edington's five months at AAACC, he submitted three proposals: one to the Mayor's Office for $150,000, one to the Arts Commission for creative space usage. But currently, AAACC and Mr. Edington are extensions of the City, and the City cannot fund itself. He encouraged the idea to develop an independent non-profit entity at AAACC. He wants autonomy instead of presenting ideas to committees.

Commissioner Roth missed someone from the floor.

Ms. Essie Collins asked for an explanation for the difference in the funding for the four centers. Ms. Gonchar said that this year AAACC's approved budget was $774,332 exclusive of capital funds. That was two years of funding, which is twice as much as the other centers received this year.

Commissioner Walker asked if there is money in the budget to make payroll for the next two months. Ms. Gonchar said she believes so, but she needs to go over the reports with Mr. Edington when he provides them. Intersection never said they were out of money. She heard that for the first time today. Commissioner Roth confirmed there is approximately $200,000 left in programming and operating funds.

Commissioner Roth asked Mr. Edington about the construction at the center. Mr. Edington said when he first came to the center the women did not use the restrooms. The staff kept toilet paper in their offices and there were few supplies because of lack of funds. Mr. Edington wanted to upgrade the facility before funding programming and he submitted a budget to Mr. Newirth with funds only targeted to upgrade the facility. He listed problems like fixing the bathrooms and making them ADA compliant and resolving chemical problems with the building. Mr. Newirth agreed with the plan but also wanted to see programming in the building and appointed a curatorial committee. Mr. Edington took issue with the curatorial committee because he was not consulted on its formation as he believes a director should be.

Mr. Newirth and Mr. Edington did not agree on the priorities set for the center so Mr. Edington proceeded to work on the bathrooms. There was $61,000 in ADA money approved for the center from the Mayor's Office of Community Development two or three years back. Mr. Edington contacted Mr. Eric Baker at the MOCD to see if those funds were still available. Mr. Edington said it didn't make sense to fix the bathrooms when a disabled person could not get on the elevator. Mr. Baker agreed and agreed that the funds could be used towards the cost of fixing the elevator. Mr. Edington still wanted to upgrade the bathrooms so that people felt safe using them so he started remodeling the bathrooms and the remedied the deferred maintenance in the facility.

Commissioner Walker asked for a status report on the electrical upgrade and photo gallery. Ms. Daniels said there is no relationship between the mechanical upgrade and the need to discontinue use of the fourth floor mechanical room for a photo lab. The fourth floor is for DPW building staff with a number of regulations and needs to be resolved before the general public can access it. There certainly can be a photo lab in the building, but there are steps to take to make it happen properly for the safety of everyone in the building.

With regards to the electrical upgrade, DPW made an assessment and a list of repairs. Now we need to know how the rooms are going to be programmed to plan electrical improvements to meet those needs.

Commissioner Roth asked Mr. Edington for a one-page review of all the repairs done to the center with the costs associated with each.

Commissioner Roth said that their job is to oversee how public funds are spent, insure that funds are spent properly, and insure that the center is operating in accordance to minimum guidelines at the best benefit of the community. When she sees that there are two requests for $100,000 within one month and hears that requests for an accounting of the expenditures are unanswered, it gives her the feeling that she doesn't know how the funds are being spent. She did not insinuate that they were spent improperly, but explained that the Commissioners must be able to account for the money.

Mr. Edington said it was unfortunate that Ms. Lerma left without explaining structures that were in place. To make the Arts Commission aware of AAACC needs on an ongoing basis they set up a cash flow projection by line item. He said it's unfortunate that Ms. Bok from Intersection is not here to testify that they've met several times so that the Arts Commission would know what AAACC was spending money on. AAACC provides invoices to Intersection to request funds. The invoices were previously given to Mr. Newirth and Ms. Gonchar at their scheduled meetings, but those meetings have been cancelled.

In the interest of expediting a process for AAACC, Commissioner Walker asked if there is a

reason Intersection needs to have the financial reports. Ms. Gonchar explained that once the Commission approved the MPP and budget, the fiscal agent, Intersection for the Arts, could use the approved budget as a guideline to approve the expenditures to AAACC. Ms. Gonchar restated that Commission staff asked for a financial report and had not received one until today. Procedures have been set up but there has been a breakdown in communication. The meeting tomorrow between Ms. Gonchar and Mr. Edington should help clarify any confusion.

Commissioner Roth requested that Ms. Gonchar and Mr. Edington meet tomorrow and review AAACC's budget and reporting questions. Commissioner Roth amended the motion to read as follows:

Motion to approve up to $274,332 as a grant to Intersection for the Arts as fiscal sponsor for the African American Art & Culture Complex subject to review of financial reports.
The motion passed unanimously.

Ms. Gonchar explained that this motion means that Mr. Edington agrees on the amount of money that is left to transfer to Intersection. Mr. Edington said that Intersection and the Arts Commission are not in agreement with how much capital improvement money is available. Commissioner Walker requested that someone from Intersection be present at tomorrow's meeting with Mr. Edington and Ms. Gonchar.

Commissioner Walker asked if the people laid off by Mr. Edington would be automatically reinstated. Mr. Edington said they would be reinstated pending release of funding.

Ms. Gonchar reiterated a concern for the poor communication and spread of misinformation. She spoke with staff at Intersection four times over the past ten days and they never indicated that the Arts Commission "turned off the faucet." The Arts Commission has proved their support for this center. The Commission approved two years of funding for the center and spent over 75% of the funds and allocated money for next year. Four or five Arts Commission staff members have devoted over 20% of their time to AAACC. Throughout this period where Mr. Edington claims that he did not have access to any funds, the Arts Commission staff did not receive a call from Mr. Edington. However, Mr. Edington in a memo to staff indicated that the Commission was responsible for the layoffs, despite his not informing staff until after the fact.

There was no new or old business. Commissioner Roth adjourned the meeting at 6:21 P.M.

Next Meeting
May 14, 2002, 4:30 P.M. at 25 Van Ness Avenue, Suite 70, San Francisco

4-26-02

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SAN FRANCISCO ARTS COMMISSION

A special meeting of the Community Arts and Education Committee of the San Francisco Arts Commission will be held as follows:

COMMUNITY ARTS & EDUCATION COMMITTEE

May 28, 2002
4:30 P.M.
Please note location: African American Art and Culture Complex
762 Fulton Street
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

AGENDA*

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1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Discussion Item

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion Item

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   Discussion Item

4. **Program Director's Report**
   Jewelle Gomez
   Staff report.
   Action Item

Motion to approve Neighborhood Festival grants of $33,000 from 2002-03 Grants for the Arts funds to the following organizations:

Bernal Heights Neighborhood Center, Fiesta on the Hill	**$3,250**
Every Child Can Learn Foundation, San Francisco Youth Arts Festival	**$6,000**
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TOTAL	**$33,000**

Motion to approve Bayview Opera House, Ruth Williams Memorial Center budget modification to reflect inclusion of $33,578 from the 2000-2001 Hotel Tax Fund for a budget total of $335,139 for fiscal year 2001-2002.

Motion to approve the proposed Bayview Opera House, Ruth Williams Memorial Center, Mission Cultural Center for Latino Arts, and South of Market Cultural Centers' 2002-2003 Management and Programming Plans and Budgets, from Cultural Center Line Item Hotel Tax Funds, contingent upon receipt of required audited financial reports and Community Support Group Meeting minutes.

Bayview Opera House $289,307
Mission Cultural Center for Latino Arts $545,894
South of Market Cultural Center $914,476
TOTAL ALLOCATION $1,749,677

Cultural Facilities Projects Report: *Carol Marie Daniels*

5. **African American Art and Culture Complex (AAACC)**
   Discussion regarding AAACC
   (This item is to allow members of the Committee and members of the public to comment generally on matters relating to AAACC as well as to suggest new AAACC-related agenda items for the Committee's future consideration).
   Discussion Item

6. **New Business**
   (This item is to allow Committee members to make announcements and to introduce new agenda items for future consideration).
7. **Adjournment**

*Public comment will be taken before or during the Committee's consideration of each agenda item. Each person wishing to speak on an item shall be permitted to be heard once for up to three minutes.

5-10-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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May 14, 2002
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5-10-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO
ARTS COMMISSION

MEETING CANCELED DUE TO LACK OF QUORUM
It will be re-scheduled for later this month if at all possible.

A special meeting of the Community Arts and Education Committee of the San Francisco Arts Commission will be held as follows:

COMMUNITY ARTS & EDUCATION COMMITTEE

May 14, 2002
4:30 P.M.
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San Francisco

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COMMUNITY ARTS & EDUCATION COMMITTEE
Special Meeting

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FEB 19 2004
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May 28, 2002
4:30 P.M.
African American Art and Culture Complex
762 Fulton Street, San Francisco

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Minutes

Commissioner Roth called the informational meeting to order at 4:39 P.M.

ROLL CALL

Commissioners Present

Denise Roth
Blanche Brown
Eddie Marshall
Ethel Walker

Commissioners Absent

Janice Mirikitani

1. **WritersCorps Update**

   WritersCorps will be celebrating its book party on June 5 with Commissioner Marshall performing from 5:00 - 5:30 p.m. 40-45 youth aged 6-22 will read from *Believe Me, I Know*, the latest WritersCorps anthology. The youth not only contributed the writing for the book, but also the photography thanks to help from Sixth Street Photography.

   Two WritersCorps youth performed in Washington D.C. They toured monuments, museums, and Howard University, and were treated like professional artists with people asking for their autographs. WritersCorps is opening many doors for San Francisco's youth in terms of travel and visibility to a national audience.

   Ms. Heller distributed an *Examiner* article that featured poet Tilly Olsen. Ms. Olsen selected WritersCorps youth to read with her on May 21st at Intersection for the Arts. Both Ms. Olsen and the audience were impressed with the youth writers. WritersCorps is thankful to Ms. Olsen for inviting the youth to join her on stage and thankful to Intersection for successfully promoting and presenting the event.

2. **Chinatown Community Arts Update**
On May 14, CCAP had the San Francisco Symphony Community Music Concert, attracting 275 people. Commissioner Kirk Andersen represented the Commission. May 24, Slowly Enter, presented by the Asian American Women Artists Association, closed. On Saturday, June 1 at noon, there is a reception for the next show presented by the Oriental Arts Association.

3. **Arts Education Update**
The Youth Arts Festival ran from May 11-18. Approximately 10,000 school children saw over 1,300 art pieces installed at Zeum. There was an award ceremony on the 18th and the local awardees' work will go to Washington D.C. to be judged and critiqued for national awards.

The Arts Education Funders Collaborative just published the latest Leadership Profile, which focuses on parent involvement in arts education.

The *Inside/Out Guide*, the primary source for arts education activities in the district, will be published in August, before the next school year starts. Commissioner Roth asked how often *Inside/Out* is published. Ms. Axel said approximately every three years.

The California Arts Scholars Award is a statewide youth arts award celebration where students have an intensive eight-week arts education experience down in southern California. Approximately 300-400 students throughout the state are selected out of 1,800 applicants. 31 students from San Francisco were selected this year. The award ceremony is at the Performing Arts Library and Museum on Saturday, June 1st from 5-7 p.m.

Arts education has received some favorable press recently. Two weeks ago on Monday, Tuesday, and Wednesday, there was a three part series on arts education in the *Chronicle*, starting with a front-page story. The Arts Education Funders Collaborative and many other local and state arts education organizations, initiatives and individuals were covered.

Commissioner Walker asked how the governor's proposed budget cuts would affect arts education in San Francisco. Ms. Axel believes the arts education program in the California Arts Council (CAC) will be less severely affected than the other CAC programs, although cuts are still imminent. Mr. Newirth spoke with the director of the CAC who said that he hopes to keep some money in every single program. Additional arts education money was recently instated into the CAC budget by the governor, so it probably will be less impacted than other programs within the CAC.

Commissioner Walker asked if there would be cuts in arts education in the schools. Ms. Axel said that the cuts will affect the arts providers in town most of all (which all work in schools) and not as much the service that the Arts Commissions' Arts Education Program provides because the majority of the money raised for this program is from private funds. But the Arts Education Funders Collaborative, administered by the SFAC may be affected by a loss of funding.

4. **Program Director Update**
Ms. Gomez thanked the Curatorial Committee for the wonderful performing arts and visual arts programming at AAACC. She also thanked Thomas Simpson for managing the collaborative program for community arts projects.

Commissioner Roth asked how much money we distributed for Neighborhood Festivals last year. Ms. Gomez said it was the same amount as the previous year. Commissioner Roth asked if we

expect a cut in funding. Ms. Gonchar said the budget is not showing cuts.

Commissioner Walker made the following motion:
Motion to approve Neighborhood Festival grants of $33,000 from 2002-03 Grants for the Arts funds to the following organizations:

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TOTAL	**$33,000**

The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to approve Bayview Opera House, Ruth Williams Memorial Center budget modification to reflect inclusion of $33,578 from the 2000-2001 Hotel Tax Fund for a budget total of $335,139 for fiscal year 2001-2002.

Commissioner Roth asked if this is a carry forward. Ms. Gonchar explained that this is an adjustment up from 2000-01.The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to approve the proposed Bayview Opera House, Ruth Williams Memorial Theater, Mission Cultural Center for Latino Arts, and South of Market Cultural Centers' 2002-2003 Management and Programming Plans and Budgets, from Cultural Center Line Item Hotel Tax Funds, contingent upon receipt of required audited financial reports and Community Support Group Meeting minutes.
Bayview Opera House, Ruth Williams Memorial Theater$289,307
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South of Market Cultural Center $914,476
TOTAL ALLOCATION $1,749,677

The motion passed unanimously.

Cultural Center Facility Report
At MCCLA, the elevator is broken and the City Attorney's Office is working with DPW and the elevator contractor to fix the elevator. Half the exit lights have been replaced with energy efficient bulbs.

At Somarts, Caltrans has trimmed the trees on the property.

At BVOH, the courtyard drainage problem has been resolved. Scheduling hazmat work on the interior and exterior is in the works.

At AAACC, the west wall exterior has been repaired, sealed, and painted. The interior side still needs repair. Phase 1 of the gallery renovation is complete and an exhibition by Keba Konte is up until June 30. DPW repaired the sewer stoppage. The drinking fountain is repaired.

Commissioner Walker asked when the elevator at MCCLA will be completed. Ms. Daniels estimated the work would be completed in three weeks. Commissioner Roth asked how long the elevator had been broken. Ms. Daniels said that by the time she reviewed the elevator contract, sent it to the City Attorney, who then talked with DPW and the contractor, it had been broken for six weeks. Commissioner Roth asked why the City Attorney is involved with fixing an elevator. Ms. Daniels said the City Attorney's Office was concerned that the original contract might have covered these repairs and we didn't want to pay twice for the same service.

African American Art and Culture Complex
Mr. Newirth said this is an opportunity for the community members and center constituents to voice any feelings they have, raise issues, and have conceptions clarified. Mostly, it's for the Commissioners to listen to the community. After public comment, the Commission will respond to the questions. Someone from the community asked what the Commission's perspective is on AAACC so that the community could respond more appropriately.

Mr. Newirth introduced Bob Davis, the current facility director at AAACC. Ms. Gomez said the center is in phase two of a three phase project. Phase one was to improve the physical building at the center and Mr. Edington worked on this over the past year. Phase two is to organize the financial and procedural processes for phase three. Phase three is to find a non-profit through an RFP to run the center. Mr. Davis has joined us at this point because of his expertise in facilities management. The focus has shifted to preparing an administrative structure for a non-profit to come in and do the work.

Ms. Gomez emphasized that the mission of the center has not changed. The three other centers are run by non-profit organizations. Up until now, the center has been run by several people. Mr. Edington oversaw the facility upgrades. The curatorial committee oversaw the programming. Thomas Simpson oversaw the funds for the community projects. A community member said that he's happy with the organization now and asked if the working staff could become official. Mr. Newirth responded that there isn't a formal structure for an organization with a board of directors doing all of the work a center needs.

Mr. Newirth introduced Jonnie Robinson from the Mayor's Office.

Commissioner Roth said the Commission wants to hear the community's concerns, questions, and ideas for the future of this facility and opened the floor to public comment.

Dorothy Cook, chairperson for the Bay Area Satellite Heritage Music Foundation, spoke on behalf of the Gospel Jewels, a choir group that meets at AAACC to learn to sing gospel music. They've had two successful performances in the center. They would like to participate and have input to the art and culture of the center. They want their children welcome in the center to learn African and African American culture from African American adults. The Gospel Jewels need to hold

regularly scheduled rehearsals in the theater (where the piano is) for one hour on the first and second Saturday of the month from 2:00-3:00.

Jay E. is involved with Wajumbe and the Monday night jazz series. These cultural programs are important as art is removed from the schools. The Fillmore's history is strongly rooted in jazz and the music helps youth learn about their lives. This is a huge asset to San Francisco.

Geoffrey Nwogu is a sculptor and painter based out of the second floor of AAACC along with J.J. Jackson. The artists in the studio are being threatened with sharing the space. They are professional artists that have been in the building for a long time and would like to be recognized as "resident artists" like the other resident organizations in the building. They can't afford renting a studio elsewhere and he and Mr. Jackson work well together. They need more light and electrical outlets in the studio and would like to move Cultural Odyssey's items in storage closer to the theater so the visual artists can use that space.

Pastor Edwin Watkins, pastor of the Mount Zion church in San Francisco and a supporter of Dr. Cook, cautioned the Commission that the community would not be happy if the ethnic focus of the center changed. He hopes that the people who have done a considerable amount of work on the center will be considered during phase three at the center.

Virgil Herndon, Jr. is a member of the African American Historical and Cultural Society, a lifetime member of the NAACP, and on the board for the Western Addition Senior Center. He would like to know the reason for Mr. Edington's replacement. What were Mr. Edington's expectations and what was the process for his dismissal? He worked well with the people and programs at the center. He would also like to know what the mission statement for the center is.

Sidney Wilson, who lives in San Francisco, is a product of the center. He spoke in defense of Jim Larkin. He summarized a memo from the Commission where Mr. Newirth supposedly attacked Mr. Larkin's integrity. Mr. Larkin created five cultural centers, starting a model program in the United States. It's a problem when you attack the person that started the centers and when you attack the community. Children have been and continue to be involved with the centers. It's important to keep children involved and to keep diverse programming or else it doesn't serve the community.

Meredith Stout is co-director of the Sisters Project, a non-profit multimedia group. Through photography, poetry, and acting they educate about and support homeless women and children. When the group first formed, Rhodessa Jones welcomed them to the center and provided rehearsal space and the theater. The organization would not have succeeded without the center's support.

Rhodessa Jones is the co-director for Cultural Odyssey, which has been the model for the curatorial committee in the theater. She said a tenant group met for the first time in the wake of so many changes at the center. She was elected to be the spokesperson of the group to pose two questions about the future of the center and the relationship between the center and SFAC. The tenants want to be proactive in moving forward. One is about Mr. Davis. What does SFAC view Mr. Davis' relationship to the center and what is his timeline to achieve the desired goals? What are SFAC's immediate and long-term goals with the facility? As an artist active in moving the center forward, which carries a strong fiscal record, she is interested in being part of the new executive administrative structure.

Reverend Ted Frazier is a member of the Ad Hoc Committee. He read a letter addressed to Mr.

Newirth that addressed a major concern: the establishment of a board of directors. Both Mission Cultural Center and Somarts had board and staff problems, but they have continued with autonomy. At AAACC, the board of directors stepped down and turned over the lease. A staff person was hired by the SFAC and was not allowed to set up a board of directors, but was told to bring in two new resident organizations. He sees that artists were hand picked to represent the voice of the community and community artists while denying community input until decisions relating to the community were already made, including appointing a curatorial committee. The curatorial committee voted to support its own productions. The third issue is about the notion of SFAC changing the mission of the center, which for 15 years has been to promote African and African American art and culture. He said the Commission staff shouldn't change the mission without input from the community residents. The Ad Hoc Committee has determined that they are serving the role of advisory board and want involvement and input in all areas of hiring and firing, facility development, and programming.

Evangelist Carmen Johnson is a community worker and member of the Ad Hoc Committee. The Committee meets every Wednesday at 2:00 to bring in community programs and organizations to the center. They are concerned about what's going on in the Western Addition and in the cultural center. They want to continue having programs in the center that address the needs of African American children, youth, young adults, and adults, to serve artists and to train the community in how to be artists. The Ad Hoc Committee recommends that a board of directors be developed made up of community residents, residents in the center, and artists performing in the center. Key community people (artists, actors, professionals, politicians) have agreed to be on the board to raise money, including a BART director, former supervisor Willy Kennedy, and Danny Glover. With SFAC support, they would like to move forward and establish this body.

Jim Larkin said that cultural centers serve the needs of the time. In the mid-60s, the need was to host art programs and grassroots political organizations like the Black Panthers and the SDS. In 2002, the community needs viable programs for the youth. The arts provide discipline, a sense of accomplishment, and training for the youth. Another concern is that the Arts Commission is dictating what happens in the center. The art should come from the community, not from politics. He submitted a petition with 500 names supporting the idea that the African American community of residents and artists should determine what is African American art and culture as opposed to it being determined by the Arts Commission staff. He also submitted a survey from the community.

Edris Cooper-Anifowoshe, a new tenant of AAACC as a member of Black Artists Contemporary Cultural Experience, noted that she wasn't invited to the tenants' meeting. The group recently performed in the center and being there has increased their African American audience tremendously. Reviews of their show mentioned of the rebirth of the center. She emphasized the group's workshops and training for community members and youth and talked about their programming.

Nontsizi Cayou, founder and director of Wajumbe Cultural Institution, has been a tenant at the center through many administrations and questions the way things have been handled, particularly what governs the Arts Commission and their relationship to community arts programs. She would like discussion on what is good public policy and what is the role and mission of the Commission as it relates to the cultural centers. She dispelled a rumor that Wajumbe is an organization that doesn't do anything by listing their programming.

Carrie Cook, a Wajumbe tutor and Western Addition resident, explained that she came out of retirement to teach the youth with Wajumbe. She asked for space in the center to save the children.

Imelda Devoine, the president of Devoine Entertainment, worked with Wajumbe in February 2000. The event sold out, but they didn't want to return to the center because the facility was not up to par. They heard rumors that the center would be improved. She said the center is an African American center and feels that their work is unfairly scrutinized. She said Mr. Edington did not receive due process. She wants the center to stay in the Western Addition with an African American audience.

Angela Wilson works with Cultural Odysseyand BACCE and noted that there is a lot of art happening in the building including work with children. She addressed the issue over artist space in the building and said that the center is large and there is enough room for everyone.

Al Williams, board president for the San Francisco African American Historical and Cultural Society (AAHCS), acknowledged Mr. Larkin's contribution and Mr. Edington's contribution. When Mr. Edington came, the building improved. AAHS has a number of concerns including the need for the west wall to stop leaking rainwater. The funding allocation is not adequate. AAHS is willing to work with the new director and hopes that they are not penalized for their association with CAAAC. He heard that the center will remain an African American center and supports this.

Reverend Arnold Townsend noted that the Arts Commission would not allow the establishment of a board and a non-profit organization at the center. He emphasized that a non-profit must be set up by the community and include artists and audiences with the Arts Commission as a source of support.

Raja Rahim grew up in the neighborhood and benefited from the center. As a mother and survivor of abuse, it helped cultivate her work as a jazz vocalist. She wants an explanation of why Mr. Edington is no longer on board.

J.J. Jackson, a resident artist felt that the Arts Commission did a good job. For ten years, everything had been at a halt. No one could get into the space because other people blocked them. Now the center is attractive and busy and people want to visit the space again. He emphasized that artists need space to do their work.

Jesse J. Byrd, board member of AAHCS was concerned with the loss of Mr. Edington and that work might not continue in his absence. He felt the Arts Commission didn't want to keep the people on who are doing the work. Also, he wanted to know why money went to a curatorial committee and not to AAHCS.

Charles Gibson-McClinton said that one person is responsible for all the trouble and his dirty work is starving out the old management. He presented a memo about the curatorial committee and identified those artists as "house niggers." He felt Mr. Edington was put out because he stood in the way of plans to give the center to another kind of community and said that since the Commission approved Mr. Edington's work, his mistakes were the Commission's responsibility. Again, he said he would submit, in writing, corrections to the minutes for December and January.

Carolyn Saulson said there is a schism between the community and downtown. Some people haven't had experience and some have dealing with government officials. The ad hoc committee should be recognized. Mr. Larkin should be thanked for the work he's done.

Stanley Stevens, president of the Fillmore Marketplace Tenant's Council, spoke about the value of the theatre. He could see there is a lot of politics but is energized by the talent and enthusiasm. He

said the kids are in danger of the three strikes law but they can still be salvaged. He thanked Mr. Larkin, Ms. Cayou, Rahmeen and others who support the theatre and he encouraged the Arts Commission to give more power to the people, not less.

Ricardo Gomes from SF State University and Bay Area Black Designers uses the center for meetings. He said it's a good place to develop mentoring for young people and he hopes to work with more youth there and contribute his skills to the community.

Linda Hills, former president of the board of the YWCA, has been a participant at the center and is a Western Addition resident. She wants to move on and talk about what to do next. Her grandson who performed with the Wajumbe capoiera group stayed with the center so he could learn about his culture rather than going to ballet class. She called Wajumbe, ACE, and the artists at the center hidden jewels and wants a group to develop something that represents the diversity of the community.

Sia Amma spoke for starving artists and said the community needs a program where artists volunteer their time in exchange for rehearsal space.

Kenneth Jobity, an administrator of Project ACE that served over 120 kids this year, said the kids don't just perform, they learn, particularly in San Francisco Youth Arts Festival. He asked the Commission not to take the center from the children.

Robert Henry Johnson said he's been here at the building since he was four years old, yet he's new to the building as a resident artist. He would love input and help from the ad hoc committee, but when he spoke with members and asked to connect to them no one followed up. He made a request to move forward and to reach out to each other.

Thomas Simpson said he received help from former Supervisor Willy Kennedy to develop the dream of Afro Solo. Although he has presented 100 people and worked in this building, some people still regard him as an outsider. He said they need to move with haste to the next phase as a team to fill the leadership vacuum so that the center can be internationally recognized.

Minerva Dunn has been in this community more than 40 years. She said 100 grassroots activists are united and they're here to stay. She will be going to the Human Rights Commission on the 13th to say they're not begging.

Saundra Mayo, a member of the Glide Ensemble and shareholder at St. Francis Square, was invited to be an ad hoc committee member by Mr. Larkin. Her daughter used to come to the center. She'd like continued activities for community members of all ages not just for the kids.

Essie Collins, a member of the ad hoc committee, has known many people in the room for 30-40 years. She thanked the Commissioners for staying late and didn't want to comment on the things that had already been said. Mr. Edington did a good job and she has known him since he came to San Francisco. She hopes the Commissioners take all the comments into consideration and asked what Bob Davis' role is so the community knows what's expected of him.

Jack Davis, director of SomArts, worked with Jim Larkin 30 years ago and with Rhodessa Jones. He feels a loss with the center not being a full participant in the consortium of centers. He advised, based on experience with the fiscal difficulty at his own Center, that the center move ahead with good programs and work with the Arts Commission not against them.

Doris J. Rowe, a resident in the center, said Mr. Edington made building improvements. She regrets his leaving but welcomes Bob Davis. She hopes the ad hoc committee can come together with all the tenants.

Mattie Scott, a member of the ad hoc committee, lost her son to violence across the street. She sees the center as a family and one of the few places for the youth in the Western Addition.

Commissioner Roth closed the floor to public comment and extended her appreciation for the feedback.

Mr. Newirth responded that the Commission and staff are 100% committed to keeping the center run by African Americans in the Western Addition. He noted that the improvements on the building were made with a large budget that included almost two years worth of funding for programming and facilities. The unfortunate reality for next year (2002-03) is the budget is a single year budget with decreased allocations from the Hotel Tax Fund. The cut in the City's budget will make a difference. Staff will need to keep facility improvements and programs going, but the Commission, staff, and people in the community have to work together to use the funds best.

Mr. Newirth acknowledged the visible work accomplished by Mr. Edington. He assured the public that Mr. Edington did have due process. There were many meetings which led up to his departure, but the details are confidential as this is a personnel matter.

Mr. Newirth acknowledged that people spoke glowingly for Mr. Larkin, however, next year, there is no money available for a theater manager. Mr. Newirth said that he hopes Mr. Larkin can be involved with the center and organizations that choose to use his services are able to hire him. The options are open now for organizations to choose their technical support staff.

He said that he believes the dichotomy between the Curatorial Committee and the community is false. The division was not intended and the names provided to Mr. Edington for the Curatorial Committee were suggestions to which he could have added participants. Mr. Davis is hired as a facility director. The Commission and Mr. Davis will develop a budget with the community to sustain programs. The Commission's goal is to have a non-profit in place in six months to one year.

Former supervisor Kennedy requested these responses in writing so that community members that could not stay for the entire meeting can hear the Commission's comments. Mr. Newirth agreed to respond to the list of questions in writing and distribute the letter to the community.

There was no new or old business. Commissioner Roth adjourned the meeting at 8:13 P.M.

Next Meeting
June 11, 2002, 4:30 P.M. at 25 Van Ness Avenue, Suite 70, San Francisco

6-26-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO ARTS COMMISSION

RICHARD NEWIRTH
DIRECTOR OF CULTURAL AFFAIRS

COMMUNITY ARTS AND EDUCATION
PROGRAM COMMITTEE MEETING AGENDA

JUNE 11, 2002 • 4:30 P.M.
25 Van Ness Avenue • San Francisco, California

PROGRAMS

CIVIC DESIGN REVIEW
COMMUNITY ARTS
& EDUCATION
PERFORMING ARTS
PUBLIC ART

CULTURAL EQUITY GRANTS
SUITE 60

CIVIC ART COLLECTION
STREET ARTISTS LICENSES
SUITE 70

ART COMMISSION GALLERY
401 VAN NESS AVENUE
415.554.6080

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MEETING CANCELLED

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SAN FRANCISCO ARTS COMMISSION

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JUL 5 2002
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COMMUNITY ARTS & EDUCATION COMMITTEE

July 9, 2002
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Action Item

   Motion to renew contracts with WritersCorps teachers Cathy Arellano for up to $29,000, Michelle Matz for $27,000, Chad Sweeney, Dani Montgomery, Gloria Yamato each for up to $26,000, Uchechi Kalu, Jime Salcedo Malo, and Ishle Park each for up to $22,000 (not to exceed a total of $200,000.00) from 09/01/02 to 06/030/03, from DCYF and Youth Arts Funds.

   Motion to renew contract with Kim Nelson, WritersCorps Poet-In-Residence at Log Cabin Ranch from 09/01/02 to 6/30/03 for up to $30,000, plus a travel allowance of up to $5000 (for a total of up to $35,000) from Juvenile Probation Funds.

S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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FEB 19 2004
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July 9, 4:30 P.M.
25 Van Ness Avenue, Suite 70
San Francisco

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Minutes

Commissioner Roth called the informational meeting to order at 4:43 P.M.

ROLL CALL

Commissioners Present
Denise Roth
Blanche Brown
Eddie Marshall
Janice Mirikitani

Commissioners Absent
Ethel Walker

1. **WritersCorps Update**
   Ms. Heller summarized WritersCorps' year in review. A remarkable gift to the field, the WritersCorps' teacher's guide was released in August 2001. *Lessons in the Field* includes comprehensive lesson plans developed by WritersCorps teachers from 1994 to the present. Sales have been steady as educators across the country have found it extremely useful. It is one of WritersCorps' best selling publications.

   Last fall, WritersCorps also published an annual report including eight essays with multiple perspectives on WritersCorps (youth, teacher, sites and outside evaluation). This report was the first comprehensive annual report conducted by the project. The design was contributed pro-bono by Old Navy.

   In June WritersCorps' promotional campaign kicked off with a poster series featuring an Ed Kashi photograph installed in 35 Decaux kiosks throughout the City. The poster promotes the 2002 publication, *Believe Me, I Know*.

   HarperCollins is publishing the 2003 WritersCorps national anthology, which will include writing by the three WritersCorps programs (San Francisco, New York, and Washington D.C.). Ms. Heller shared the cover design. The title, *Paint Me Like I Am*, is from one of the San Francisco WritersCorps poems.

Book Magazine did an article entitled "A Day in the Reading Life of America" that featured WritersCorps' 2002 Youth Poetry Slam League finals in San Francisco along with Oprah's Book Club and Terry Gross to demonstrate the many ways reading touches people's lives. The Chronicle will review *Believe Me*, I Know in July. David Kippen plugged the book on KGO's Ron Owens show.

This year was the final year of Borders' sponsorship of the Youth Poetry Slam League. However there is a greater priority to produce the events in neighborhoods and communities where WritersCorps youth live and go to school. The 2003 Youth Poetry Slam League will be hosted by the cultural centers with the kickoff at Mission Cultural Center for Latino Arts in January 2003. Jose Carrasco from Loco Bloco will return as WritersCorps events coordinator next year.

Staff is looking forward to the new year as the entire WritersCorps faculty is returning for the first time and there are two great candidates for the Log Cabin Ranch site.

Commissioner Brown made the following motion:
Motion to renew contracts with WritersCorps teachers Cathy Arellano for up to $29,000, Michelle Matz for $27,000, Chad Sweeney, Dani Montgomery, Gloria Yamato each for up to $26,000, Uchechi Kalu, Jime Salcedo Malo, and Ishle Park each for up to $22,000 (not to exceed a total of $200,000.00) from 09/01/02 to 06/30/03, from DCYF and Youth Arts Funds.
The motion passed unanimously.

Commissioner Mirikitani made the following motion:
Motion to renew contract with Kim Nelson, WritersCorps Poet-In-Residence at Log Cabin Ranch from 09/01/02 to 6/30/03 for up to $30,000, plus a travel allowance of up to $5000 (for a total of up to $35,000) from Juvenile Probation Funds.
The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to renew contract with WritersCorps Training Coordinator Judith Tannenbaum from 09/01/02 to 08/30/03 for up to $35,000.00 from DCYF and Juvenile Probation Funds.
The motion passed unanimously.

2. **Chinatown Community Arts Update**
The Oriental Arts Association exhibition closed on Saturday. On July 5, there was an art review of the show, bringing 69 more people to see the exhibit before it closed.

On Friday, July 12, a show from the Academy of Chinese Art opens. This is the first of two shows that features art by children. It closes August 24.

3. **Arts Education Update**
Ms. Axel shared the Chronicle's cover story from July 9 which featured a photograph of Abada Capoiera, an Arts Education Organizational Grant recipient.

On June 1, staff held the California Arts Scholars Award for 30 youth at the Performing Arts Library Museum (PALM). Commissioner Walker presented the awards and people enjoyed themselves. The students leave on Friday for a four-week program at CalArts in Valencia, CA.

Ms. Axel is currently grant writing to raise funds for the Arts Education Funders Collaborative (AEFC). Evelyn and Walter Haas, Jr. joined as new funders.

Inside/Out is in production with publication in August. The introduction will focus on the new state visual and performing arts standards. The website is kept up-to-date and will have a major refresh after the book is published. The website is a great referral resource and is promoted at all AEFC events, but the traffic is not extremely heavy.

Ms. Axel explained the following motion. The Arts Commission participates in AEFC's public/private partnership with a $10,000 grant each year. The Arts Education program had a slight surplus because the assistant position was not filled for the entire year. This award will help close the gap in AEFC funds that needed to be raised.

Commissioner Brown made the following motion:
Motion to approve a $5,000 award to the Arts Education Funders Collaborative for the 2001/2002 FY from Youth Arts Fund.
The motion passed unanimously.

4. **Program Director Update**
Ms. Nemzoff opened her first CAE meeting by expressing her delight to work with this staff and extended community. Staff is revising and preparing the CAE budget. The program is also starting to develop a long-range plan, visualizing what the staff needs and what the community needs.

African American Art and Culture Complex
Mr. Bob Davis, the facilities director of AAACC, introduced himself and thanked the Commissioners for attending the May community meeting at AAACC. The community felt the meeting went well and the Arts Commission expressed genuine interest in making the center successful.

The facility still needs improvement, but looks better every day.

The community is returning to the center. The Black Leadership Forum held their luncheon at the center and will be holding monthly meetings there. A battered women's group and women from San Francisco State are holding meetings at the center, as is a Korean group.

KPFA installed an ISDN line for free for radio simulcasts. The station will broadcast the first Monday of each month from 8-10 p.m. from the Burial Clay Theater. Audiences are regularly increasing by 10-15 people because of the broadcast.

Jose Carrasco is coordinating a WritersCorps poetry slam at the center. Liquid Fire, a queer performance, sold out each performance.

Mr. Davis welcomed the Commissioners back to the center as hearing the Commissioners' voices has a calming effect on the community.

Mr. Newirth added that with Ms. Nemzoff and Mr. Davis on board, he feels much more optimistic about the future of the center.

Commissioner Roth asked what happened to the gospel choir. They seemed to think they would get pushed out. Mr. Davis said no one is going to get pushed out. The center's capacity was under-utilized and there is room for everyone. In fact, the group broadcast their music over the KPFA simulcast.

Commissioner Marshall made the following motion:
Motion to approve the transfer of $100,000 from the Hotel Tax Fund to Intersection for the Arts for AAACC.
Mr. Newirth noted that this motion is prior to their approval of the full year's budget. The motion passed unanimously.

Cultural Center Facility Report
Ms. Daniels said that with Mr. Davis on board, she will deal less with AAACC improvements and give her attention to the other centers. Rommel Taylor, an architect with Civic Design, is working one day a week on two projects at Mission Cultural Center for Latino Arts.

Commissioner Roth opened the floor to public comment. Thomas Simpson with Afro Solo said that Mr. Davis has brought in good energy to the center and is bringing together the people involved with the center.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:12 P.M.

Next Meeting
August 13, 2002, 4:30 P.M. at 25 Van Ness Avenue, Suite 70; San Francisco

7-24-02

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

~~August 8, 2002~~ August 13, 2002

4:30 P.M.

San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

September 10, 2002
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

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AGENDA

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1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Discussion Item

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion Item

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   Action Item

   Motion to approve a $15,000 award to Intersection for the Arts, the fiscal

sponsor for the Arts Providers Alliance of San Francisco, from Youth Arts Fund ($13,700) and CAC (SLPP) Grant ($1,300).

4. **Program Director's Report**
   Judy Nemzoff
   Staff report.
   Discussion Item

   AAACC Report: *London Breed*

   Cultural Facilities Projects Report: *Carol Marie Daniels*

5. **New Business**

6. **Old Business**

7. **Adjournment**

9-6-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

SF 70.305 2 1/10/02

September 10, 4:30 P.M.
25 Van Ness Avenue, Suite 60
San Francisco

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Minutes

Commissioner Roth called the meeting to order at 4:45 P.M.

ROLL CALL

Commissioners Present
Denise Roth
Blanche Brown
Ethel Walker

Commissioners Absent
Eddie Marshall
Janice Mirikitani

1. **WritersCorps Update**
   Ms. Heller passed out and summarized WritersCorps' 2001-02 Final Report. WritersCorps is one of the few arts education programs that evaluates the educational impact of the program on the youth. WritersCorps initiates this evaluation so that it can improve the program. The evaluation found that 76% of the youth improved their writing skills. The sites see WritersCorps as a learning opportunity for the youth. The students' self-reporting shows that 92% are better able to use their imagination and share their feelings. ESL students report that WritersCorps helps them improve their English.

   WritersCorps' publicist, Cynthia Bowman, secured some great press over the summer. Ms. Heller passed out the Chronicle book review, the first full book review, which recognizes the literary merit of the WritersCorps anthology. Because of the book review, KALW hosted two WritersCorps youth on the air in August. KGO featured WritersCorps in July in its monthly book talk led by Chronicle book critic David Kippen.

   The program launches its ninth year in October. Ms. Heller noted the importance of Commissioners' support and encouraged the CAE Commissioners to become involved with the program on a deeper level. Commissioners could partner with a WritersCorps teacher or site, invite their friends and contacts to WritersCorps events, or identify corporate sponsors for the book give away. Students could visit a Commissioner in his/her professional or artistic life.

This year, WritersCorps is expanding services at Log Cabin Ranch. Rather than putting effort towards bringing a few Log Cabin youth off the ranch, WritersCorps teacher Kim Nelson is coordinating a regular poetry workshop reading called Tuesday Night on the Ranch. The Department of Juvenile Probation has been supportive of these efforts and sees it as a bridge between the staff, families, and the youth.

Commissioner Roth asked how WritersCorps budget is for 02-03. Ms. Heller responded that the budget is tight in every category.

2. **Chinatown Community Arts Update**
From August 31 through September 6, the gallery showcased the photos of two Chinese American photographers in the show "Lotus and Landscapes." 1200 people visited the show.

On September 7, "Night of the Rising Stars" drew 250 people to the Chinese Cultural Center Auditorium.

Opening on September 14, the New Century International Youth Art Exhibition showcases the artwork in different mediums by over 50 young artists. The exhibit runs through October 19.

CCAP sponsors a music concert with the San Francisco Gu-Zheng Music Society on October 5. For their 20th anniversary, the event will take place at the Herbst Theater, starting at 7:00 p.m. There will be a limited number of complimentary tickets through CCAP.

3. **Arts Education Update**
Ms. Axel reported great funding news. Levi Strauss joined the Arts Education Funders Collaborative with a three-year commitment of $50,000 each year. Pending proposals total almost $250,000 with $100,000 for the following year. Mr. Newirth congratulated Ms. Axel on her successful fundraising and thanked Ms. Nemzoff, Ms. Axel, Ms. Lam and Ms. Takayama for their teamwork in completing the NEA grant application.

There will be a book launch on October 8 for *Inside/Out*, which coincides with a reception for elementary school principals and child development centers site managers at the Randall Museum.

On December 3 and 4, AEFC holds their annual Professional Development Workshops for elementary school teachers where artists will teach teachers how to teach art.

Ms. Axel explained that the motion is to award a grant to the fiscal sponsor of the Arts Provider Alliance after a proposal is submitted to the Arts Commission. This will be a one-time grant to hire a contractor to plan and coordinate trainings on the Visual and Performing Arts Standards.

Commissioner Walker made the following motion:
Motion to approve a $15,000 award to Intersection for the Arts, the fiscal sponsor for the Arts Providers Alliance of San Francisco, from Youth Arts Fund ($13,700) and CAC Grant ($1,300).
The motion passed unanimously.

4. **Program Director Update**
At her first official CAE meeting, Ms. Nemzoff thanked CAE and SFAC staff for all their support through the transition.

Ms. Nemzoff distributed the CAE budget and thanked Ms. Takayama for making it a clearer and more useful document from previous years. She emphasized that every program could use more funding. Rommel Taylor from the Civic Design program has joined CAE two days a week. Mr. Taylor is a trained architect and will oversee some of the facilities work at Mission Cultural Center for Latino Arts and at Bayview Opera House, Ruth Williams Memorial Theatre.

Grants for the Arts (GFTA) awarded CAE $250,000 for re-granting to PIC and Festival grantees. Without the increase in funding from GFTA, the grantees were awarded at the amount approved by the Commission.

The Controller's Office informed us last week that the money allocated to us from the Hotel Tax Fund was cut by 10%. This means that the grant amounts awarded to the cultural centers and the CAE budget needs to be adjusted. To balance last year's budget deficit, the Controller's Office also swept up the money the cultural centers put on reserve last year and collected money in facilities maintenance funds.

In response, staff is assessing how much money is at DPW and where other allocations are. Then, Ms. Daniels needs to assess if we have enough money to complete the projects that are a priority. Ms. Gonchar emphasized that money sitting in funds needs to be allocated in to work orders before October 1 when the Controller's Office may look for more money to remove. Staff will meet with the cultural center directors and assess how to make the facilities work happen this year, with or without DPW.

Next month, Ms. Daniels will report on what projects we lost. The big loss was to the HVAC systems for Somarts and Mission Cultural Center for Latino Arts. They are expensive projects. Commissioner Walker expressed concern about heat at the African American Art and Culture Complex. Ms. Daniels said that we wanted to replace the whole system, but now we can only replace parts.

Mr. Newirth explained that the Hotel Tax Fund legislation caps funding increases and decreases at 10%. Last year, the fund fell 29% but the Controller's Office had only put 7% on reserve. The additional 3% (to a total of 10%) was taken from outstanding facilities project funds.

Ms. Nemzoff suggested that as good landlords, we need to figure out a way to bring in more money for facilities improvements. We did not receive any capital improvement funds this year and have not received any in the last five years. Mr. Newirth noted that the capital budget for the City this year was cut from $50 million to $20 million, so only the most egregious problems are receiving funding.

African American Art and Culture Complex
London Breed, the newly appointed Executive Director, introduced herself. She was born and raised in the Western Addition and attended the center in her youth, taking dance and theater classes at the center.

She noted some facilities infrastructure issues that might be a liability including the north wall, which is near a playground.

Ms. Breed noted that the Complex is being booked and provided information on the upcoming year's programming. The programming is based on input from the community. The studio is booked with dance classes including hip hop, traditional African dance, and stepping. The San

Francisco Ballet contacted the Complex and is interested in teaching classes at the Complex. The Complex will host intergenerational poetry workshops with a potential collaboration with WritersCorps. The second floor is under utilized so there are plans to develop a learning hub upstairs. Computers were donated to the Complex that will be connected to the Internet and accessible to the community. There will be graphic art and Web site design classes for different age groups. The Department of Parks and Recreation might use the Complex as one of the many haunted houses they set up for Halloween. Organizations that have presented at the center are returning and making their events annual events.

She then summarized programming that recently occurred including Afro Solo's festival, Monday Night Jazz and *In Search of a Legend, the Josephine Baker Story* which is currently in the theater.

The visual arts committee will curate the gallery and develop an artist in residence program in the Complex. Ms. Daniels is chair of the committee. Ms. Breed hopes to create a similar system for programming the theater.

AAACC has two positions open: an office manager position and a program manager position. They will be made public through Intersection for the Arts and will hopefully be filled in six to eight weeks. These are full time positions. The program manager position is on a contract basis.

Ms. Breed is trying to raise money from various City departments to improve a wall at the Complex and re-do the mural on it.

Ms. Breed said she knows that the Complex has lost integrity through the years. She is developing basic systems such as an application process and a hiring process. Combined with keeping resources and information available to the community, she hopes to restore integrity at the center.

Ms. Nemzoff noted that staff was prepared to share AAACC's budget with the committee, but the recent budget cuts makes the budget out of date. We will be able to present the budget with a formal Management and Programming Plan in the future. AAACC, Intersection for the Arts, and SFAC staff have developed a great working relationship and cash flow management so there shouldn't be any panicked requests for funds.

Commissioner Walker asked what is the status of getting a non-profit group for the Complex. Ms Breed said it will happen as soon as she brings structure to the Complex. She is considering an outside consultant to advise options to pursue to develop or bid a new non-profit. Mr. Newith informed the Commissioners that Ms. Breed's mandate from the Mayor was to create the structure, the non-profit, then either work herself out of a job or decide to become an employee of that entity.

Mr. Newirth acknowledged the great job Ms. Nemzoff has been doing on the Arts Commission end of managing AAACC and stated that the team of Ms. Nemzoff and Ms. Breed and Ms. Daniels is the recipe for success that we haven't had in the past.

Ms. Nemzoff suggested we table the facilities report until the next CAE meeting. Ms. Daniels did announce Mission Cultural Center for Latino Arts' Gallery Opening for their 25 Year Retrospective of Posters & Prints.

There was no new or old business. Commissioner Roth adjourned the meeting at 6:45 P.M.

Next Meeting
October 8, 2002, 4:30 P.M. at 25 Van Ness Avenue, Suite 70; San Francisco

10-11-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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Special

SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

Special Meeting

October 17, 2002
4:00 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 330B
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Discussion Item

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion Item

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   Discussion Item

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4. **Program Director's Report**
   Judy Nemzoff
   Staff report.
   Discussion Item

   AAACC Report: *London Breed*

5. **New Business**

6. **Old Business**

7. **Adjournment**

10-11-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

November 12, 2002
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

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Notices
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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Action Item

   Motion to enter into contract with Cynthia Bowman, WritersCorps Public Relations Coordinator, from 11/01/02 to 6/30/03 for up to $7,000 from Youth Arts Fund, Hotel Tax Fund, and earned income.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion Item

3. **Arts Education Update**
   Rachelle Axel

Staff report.
Discussion Item

4. **Program Director's Report**
   Judy Nemzoff
   Staff report.
   Discussion Item

   AAACC Report: *London Breed*

   Cultural Facilities Projects Report: *Carol Marie Daniels*

5. **New Business**

6. **Old Business**

7. **Adjournment**

11-07-02

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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1/14/03

SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

January 14, 2003
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

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AGENDA

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1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Discussion item.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion item.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   Action item.
   a. **Motion to approve a $10,000 award to the Arts Education Funders Collaborative for the 2002-2003 FY from Youth Arts Fund.**

4. **Program Director's Report**
   Judy Nemzoff
   Staff report.
   Discussion item.

   Cultural Facilities Projects Report: *Carol Marie Daniels*

   AAACC Report: *London Breed*

5. **New Business**
6. **Adjournment**

1-10-03

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S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

DOCUMENTS DEPT.
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January 14, 2003 4:30 P.M.
25 Van Ness Avenue, Suite 60
San Francisco

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1/14/03

Minutes

Commissioner Mirikitani called the meeting to order at 4:45 P.M.

ROLL CALL

Commissioners Present
Blanche Brown
Ethel Walker
Janice Mirikitani

Commissioners Absent
Eddie Marshall
Denise Roth

1. **WritersCorps Update**
Strategic reviews in national library trade magazines are driving sales of *Believe Me I Know*. Small Press Distribution placed their third order.

The 2003 Youth Poetry Slam League starts at Mission Cultural Center for Latino Arts on January 31, with youth from Everett Middle School, Mission Girls Program, and some add ons. Susan Leal will be present and will read a poem.

Staff is looking for Commission support at the February 21 slam at AAACC as judges or by offering community contacts to help with the outreach. Latifah Simon from Center for Young Women's Development (and former Western Addition resident) will be the host.

Evangelina Thomas-Guevara, a 13 year old from Everett Middle School, won the Martin Luther King, Jr. poetry contest and will read at the Glide-sponsored event on MLK Day in the San Francisco Civic Center. WritersCorps teacher Gloria Yamato read Evangelina's poem.

The youth intern program began in January with six interns aged 14-19s. WritersCorps partnered with Youth Works who will pay the youth $6.75/hour. They will work in the field, at events, and in the office.

2. **Chinatown Community Arts Update**
Harmony in Motion exhibition closed. On February 8, there will be a seal carving lecture in Chinese in cooperation with the Chinese Arts Association. February 15-16 CCAP and the Chinese Cultural Center are coordinating the Chinese Spring Festival. CCC, where CCAP is housed, is looking for a new executive director.

3. **Arts Education Update**
AEFC had their annual two-day professional development workshops in early December with the best turnout ever. This success demonstrates the school district's recognition and respect for AEFC's work. AEFC's commitment to the district continues through 2005. After 2005, the hope is that the district will provide arts education support by sharing the costs of professional development for educators.

Staff has been distributing *Inside/Out* to every public school in the district, the libraries, city departments and supervisors.

To address early childhood educators, there is a series of artist-led professional development workshops for teachers at the end of January.

Outreach for the California Arts Scholars Summer Program in Southern California is beginning. 500 students from around the state are competitively selected to attend an intensive arts program at Cal Arts run by California State Summer School for the Arts. In the past, approximately 10% of the students have been from San Francisco.

Finally, the year started with a $5,000 award from the Compton Foundation.

Commissioner Walker made the motion.
Motion to approve a $10,000 award to the Arts Education Funders Collaborative for the 2002-2003 FY from Youth Arts Fund.
The motion passed unanimously.

4. **Program Director Update**
Under the leadership of Nancy Gonchar and the image committee of the Arts Commission, SFAC is printing posters that will appear in forty Decaux kiosks. Produced by Americans for the Arts and the Ad Council, the posters, with an arts education message, will be installed in February. A press release will coordinate this campaign with the release of Inside/Out and the Arts Commission's arts education work.

Ms. Nemzoff introduced Julia Hamilton, our summer intern who returned to assist CAE during her winter break from Oberlin College.

Ms. Daniels has been out for personal reasons and staff covered her responsibilities in her absence. Staff applied for a CIAC capital improvement request, requesting funds to complete work at Mission Cultural Center for Latino Arts. We also requested $25,000 from San Francisco Environment for a toxic reduction grant at AAACC.

We've begun the cycle for 2003-2004 PIC grants, which funds art programs at non-arts organizations. We received 21 applications; 3 were ineligible and were pulled. Our goal was to do better outreach in the community, which we did through press releases and online postings. We now need to recruit panelists. Ms. Nemzoff passed around the list of potential panelists and

requested suggestions for additions.

African American Art and Culture Complex
AAACC is building a mailing list of over 500 people and asked Commissioners to sign up.

The visual art committee opens "My Race, My Grace" with live jazz and food. Upcoming exhibits include a February opening called the Art of Living Black and a Malcolm X exhibition in May.

AAACC hired Peggy Jones as program coordinator and Elise Westburg William as office manager. AAACC will hire a gallery coordinator and passed out the job description.

Ms. Breed summarized past and upcoming programming including San Francisco Ballet training for youth, holiday events (funded by a grant), Cultural Odyssey's spring season, Recovery Theater (a PIC recipient), and Liquid Fire.

AAACC received a $60,000 facilities grant to repair the interior west wall. Work begins next week.

Judy began a discussion of the Hotel Tax Fund and the relationship with the cultural centers and virtual centers. In April 2003, when we find out how much money we will receive in 03-04, we need to determine how we proceed with the allocation process. In the past, the seven center consortium members made a recommendation to the Arts Commission on how the funds should be allocated. Two center directors do not want to proceed this way. Ms. Nemzoff will meet with center directors one-on-one for feedback and would like to meet with Commissioners one-on-one with Mr. Newirth. With feedback staff will present options to the committee as to how to proceed.

Ms. Nemzoff suggested possible scenarios of how to allocate money to the four buildings for facilities maintenance to provide critical needs for the building. Remaining money could be allocated based on programming and administrative needs. How that would be done needs further study and guidelines. Ms. Nemzoff also suggested having more stringent guidelines on the use of HTF money.

Mr. Newirth stated that the city owned cultural centers must be maintained. There are only four centers, so the question becomes how can they best serve the entire city, recognizing the changing demographics.

Commissioner Mirikitani said that there historically has not been clarity around the relationship of the Commission to the virtual cultural centers. She stated that it isn't fair to cut them off without a process and clarity. Clarity of guidelines for funding is essential.

Ms. Breed questioned how programming funds for the virtual centers fall legally in-line with the legislation.

Commissioner Mirikitani said that the Arts Commission has a responsibility to the commitments that it made in the past. The onus is on the Arts Commission to proceed in a manner where clarity is made as to the commitment to community groups. It would be irresponsible to make a change to the process without communicating with the virtual centers.

Mr. Newirth said that when the legislation granted HTF to the Arts Commission, the Arts Commission did not officially recognize the three centers, but did indirectly acknowledge them as

long as the four cultural centers agreed to submit budgets and MPPs that included collaborative programming for these centers. There had been consensus among the four center directors to continue this arrangement until now.

Commissioner Mirikitani and Commissioner Walker asked for historical records about the HTF legislation and the virtual centers. Ms. Nemzoff said she would try to pull this together from past minutes and correspondence.

Commissioner Walker asked if the virtual centers receive any other SFAC funds. Ms. Nemzoff explained that they are eligible for other SFAC funds at this time because they state that they receive funds from Somarts, their fiscal sponsor, not SFAC. They can apply for money from Cultural Equity and Grants for the Arts. Part of the guidelines Ms. Nemzoff is considering developing would recognize that we have a financial relationship with the virtual centers, so they could no longer receive money from the city's other arts funding and continue to receive money through the line item cultural center funding. Commissioner Mirikitani said that clarity and consistency is fair.

Ms. Nemzoff suggested ideas for possible guidelines for the next fiscal year.

Mr. Newirth added that this opens up a new discussion between the four cultural centers about how to divide up their allocation of the funds.

Mr. Newirth suggested SFAC invite the virtual centers to talk with the Commissioners at a meeting. This will provide the Commissioners more information about what they offer. Commissioner Mirikitani said the Commissioners need to have a face-to-face meeting with them and recognize the organizations rather than pretending they don't exist.

Ms. Breed said that as long as the City Attorney agrees with allocating programmatic funds for these three organizations, she would offer AAACC as a facility for the virtual centers to program in. She stated that she has concerns with one of the Arts Commissioners serving as director for one of the virtual centers.

Commissioner Walker asked for a list of previous programming at the centers so she has a better idea of the activities that take place at the centers as well as clarification on the distinction between virtual and cultural centers.

Mr. Newirth said the four physical buildings are owned by the city. The nonprofits that inhabit them are not created by the city. We have a grant agreement with the four (three at this point) nonprofits to maintain, operate and program the facilities. This is a direct legally binding relationship with the four centers. This is not the case for the virtual centers. He added that another potential conflict is that Somarts receives a percentage of the funds for administering the fiscal sponsorship of the virtual centers.

Ms. Nemzoff informed the Commissioners that staff has met with the City Attorney in November and we are still waiting for comment on the legality of all the options presented.

Ms. Breed wanted to acknowledge that while she is not in agreement with other center directors about recognizing the virtual centers, the four cultural center directors do have a great working relationship while disagreeing about this particular issue.

Commissioner Mirikitani added that there is what is just and fair and there is the law. Mr. Newirth said he appreciates her perspective and would like to ensure Commission input and support as options are developed.

Ms. Nemzoff suggested we table the facilities report until the next CAE meeting. Ms. Daniels did announce Mission Cultural Center for Latino Arts' Gallery Opening for their 25 Year Retrospective of Posters & Prints.

There was no new or old business. Commissioner Roth adjourned the meeting at 6:45 P.M.

Next Meeting
February 11, 2003, 4:30 P.M. at 25 Van Ness Avenue, Suite 70; San Francisco

1-30-03

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

March 11, 2003
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Action item.
   Motion for the Director of Cultural Affairs to enter into contract with Courtney Utt not to exceed $6,500 for the design of the WritersCorps 2003 anthology project from Youth Arts Fund.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion item.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.

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4. **Program Director's Report**
   Judy Nemzoff
   Staff report.
   Action item.
   Motion to approve CAE to begin a two year process of review for the cultural center program funding.

   For Fiscal Year 03-04: Approve the continuation of funding to the three virtual cultural programs as part of the Hotel Tax Fund Allocation for the four city-owned cultural centers. Best efforts will be used to maintain the percentage of allocation from the current fiscal year. Virtual centers will comply with all city guidelines for use of city funds.

   Cultural Facilities Projects Report: *Carol Marie Daniels*

   AAACC Report: *London Breed*

5. **New Business**

6. **Adjournment**

3-5-03

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

S F A C ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

March 11, 2003 4:30 P.M.
25 Van Ness Avenue, Suite 60
San Francisco

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3/11/03

Minutes

Commissioner Walker called the meeting to order at 4:45 P.M.

ROLL CALL

Commissioners Present
Blanche Brown
Eddie Marshall
Janice Mirikitani
Ethel Walker

Commissioners Absent
Denise Roth

1. **WritersCorps Update**
WritersCorps' slam season is halfway complete with an event at ISA this Thursday.

The HarperCollins publication, *Paint Me Like I Am*, is in stores now. Commissioners will be receiving a copy as staff receives more. To accompany the book release, staff has organized a reading tour around Bay Area bookstores. A house party prior to the Menlo Park reading at Kepler's will allow potential donors a chance to learn more about the program. The publication already received two positive reviews from the *SF Weekly* and *YM*.

Ms. Heller introduced and amended a motion for Courtney Utt to manage the design and coordination of the WritersCorps anthologies.

Commissioner Brown made the motion.
Motion for the Director of Cultural Affairs to enter into contract with Courtney Utt not to exceed $9,200 for the design of the WritersCorps 2003 anthology project from Youth Arts Fund.
The motion passed unanimously.

2. **Chinatown Community Arts Update**
Ms. Hom reported that the Chinese Spring Festival took place on Saturday and Sunday, February

15 and 16, and attracted an estimated 7,000 people over two days.

Upcoming events include a KSW reading on March 16 featuring queer writers and "Female as Vessel as Female," a gallery exhibit opening March 29. There will also be two free music events that weekend. One will take place on March 29 at the Chinatown Branch Library featuring the San Francisco Gu-Zheng Music Society. On Sunday, March 30, a Chamber Music quartet will perform at the Chinese Culture Center, co-presented with the San Francisco Symphony.

3. **Arts Education Update**
Staff continues to fundraise submitting two applications to the CAC. The San Francisco Foundation recently awarded AEFC $25,000.

There was an initial threat of losing 50% of the elementary arts fund, which supports artists working in elementary schools. After communication and intervention from people like Mr. Newirth, the fund remained intact.

Distribution for *Inside/Out* continues with support from press releases, mention in *Parent* magazine and the DCYF newsletter, as well as the Market Street arts education campaign.

4. **Program Director Update**
Ms. Nemzoff reported the PIC panel would be held on March 21 to review 18 applications requesting funds for arts programs at non-arts organizations. The process for funding festival grants will begin in April.

Commissioner Marshall made the motion.
Motion to approve CAE to begin a two-year process of review for the cultural center program funding.

Commissioner Walker opened the floor for public comment.

Pamela Wu, Director of the API Cultural Center, asked three questions. Why is it a two-year process? Where does the funding for the review process come from? And may the consortium of cultural centers be a part of the consultant selection process?

Mr. Newirth said the two years includes the end of this fiscal year and next year so that the recommendations can be implemented in 2004-05.

Jenny Rodriguez, Director of the Mission Cultural Center for Latino Arts said she is happy the issue is now on the agenda and she wants the support to continue for the virtual centers so they may continue to serve their constituencies.

Ms. Nemzoff summarized the motivation for the motion. After taking the program director position, she realized there was a need for clarity regarding cultural centers and the process in which the organizations were funded. This motion will lead to the establishment of guidelines and provide an opportunity to assess all aspects of the distribution of funds. The intention during this process of review is to continue to serve the community, keep the buildings safe while sustaining the programs we currently support, and bring the virtual centers into alignment with city guidelines. The CAE Program is seeking a consultant to assist in the process.

Mr. Newirth added that when the four buildings were purchased there was intent to buy a building

in each supervisorial district. Now, the Arts Commission must try to serve the entire city through only these four facilities.

Commissioner Mirikitani asked if the public would be involved with the selection process of a consultant. Mr. Newirth responded that this is handled at the staff level, but the motion will come before the Commission for approval and public comment. He added that staff would be sensitive to the gender, race, and sexuality of the consultant.

The motion passed unanimously.

Cultural Center Facilities Report
Ms. Daniels reported that MCCLA, AAACC, and Somarts are participating in a two-year study of the municipal water system serving buildings in San Francisco. This project is a partnership with the PUC and the California Emerging Infections Program.

A dialogue with the Department of Environment and the PUC has begun to determine the feasibility of installing solar panels at MCCLA and AAACC to reduce energy costs.

BVOH experienced several break-ins so new doors and locks have been installed and DTIS is preparing a proposal to upgrade the security system. Exterior and interior hazardous material remediation is scheduled for completion this fiscal year.

MCCLA's ADA upgrade project is in the permit stage and construction is estimated to begin in May with an anticipated completion date in June.

African American Art and Culture Complex
Ms. Breed reported the interior west wall work is complete and the African American Historical Society will have a grand opening of the library and archive room in two weeks. AAACC received a $75,000 grant from DCYF to fix the exterior north wall that is falling onto the playground below.

Ms. Breed listed upcoming programming including a women in comedy series, Thursday open mic, and movement workshops by the San Francisco Ballet for senior citizens. Past programming has been recognized in the press in a positive light.

She is in the process of hiring a part time gallery coordinator position.

Reverend Gregg Richardson commended the Commission on hiring Ms. Breed and asked for continued support for AAACC. He said that crime has gone down in the neighborhood.

Commissioner Walker thanked Ms. Breed and Ms. Daniels for a great job.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:30 P.M.

Next Meeting
April 8, 2003, 4:30 P.M. at 25 Van Ness Avenue, Suite 70; San Francisco

3-26-03

[ACCESSIBILITY INFORMATION | CAE Committee | Meetings Index]

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

April 8, 2003
4:30 P.M.
San Francisco Arts Commission
25 Van Ness Avenue, Suite 70
San Francisco

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office (25 Van Ness Avenue, Suite 240, San Francisco, California 94102) during regular business hours. The Community Arts and Education Program can be reached at 415-252-2598. Public comment in regard to specific items will be taken before or during consideration of the item.

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AGENDA

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Discussion item.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Discussion item.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   Discusison item.

4. **Program Director's Report**

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Judy Nemzoff
Staff report.
Action item.

Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2003-04 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

Central City Hospitality House	**$15**
Chinatown Beacon Center	**$15**
Eldergivers	**$15**
Larkin Street Youth Center	**$15**
Richmond District Neighborhood Center	**$15**
Rose Resnick Lighthouse for the Blind & Visually Impaired	**$8**
San Francisco Women Against Rape	**$ 8**
St. John's Educational Thresholds Center	**$16**
Western Neighborhoods Project	**$15**
Youth Outlook! (Pacific News Service)	**$15**
TOTAL	**$138**

Motion to approve payment from Grants for the Arts funds for honoraria and transportation reimbursement for Programs in the Community panelists:
Cultural Initiatives Silicon Valley (Dana Powell) $167.06
Amy Taub $125
Sherri Young $125
Charles Wilmoth $134
Miko Lee $143.08

Cultural Facilities Projects Report: *Carol Marie Daniels*

AAACC Report: *London Breed*

5. **New Business**

6. **Adjournment**

4-4-03

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ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE

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April 8, 2003 4:30 P.M.
25 Van Ness Avenue, Suite 60
San Francisco

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Minutes

Commissioner Walker called the meeting to order at 4:45 P.M.

ROLL CALL

Commissioners Present

Blanche Brown
Janice Mirikitani
Denise Roth
Ethel Walker

Commissioners Absent

Eddie Marshall

1. **WritersCorps Update**

   Ms. Heller passed out a copy of the national WritersCorps book published by HarperCollins, *Paint Me Like I Am*. HaperCollins says the book has already sold 5,000 copies. A local book tour will launch on April 11 at a Clean Well Lighted Place for Books. A flyer was distributed with the following dates (April 13: Book Passage, April 14: Kepler's, April 22: Barnes and Noble at Jack London Square, Oakland). The book has received good reviews in *YM, San Francisco Weekly, Publisher's Weekly, Kirkus* and is featured on the Academy of American Poets website along with many others featuring teen poetry. Despite the media's attention on the war, WritersCorps radio interviews will air during the month of April.

   The Slam season finished on April 4. Plans for the Washington D.C. slam trip are pending until funds are raised.

   The Isabelle Allende Foundation is interested in contributing to WritersCorps' publications. There will also be an event to cultivate new funders at a house party on April 14 before the Menlo Park book tour. Commissioner attendance would be greatly appreciated.

   Mr. Newirth added that the slam was wonderful event even with the smaller attendance.

2. **Chinatown Community Arts Update**

Ms. Hom was not present, so Ms. Nemzoff made the report.

A new exhibition called Female as Vessel as Female, featuring six women artists, opens Saturday afternoon. Last weekend, there was a musical collaboration with the Chinatown library on Saturday and with the San Francisco Symphony on Sunday. Staff is working towards programming in the space on Wednesday, Thursday, and Friday from 5:00-7:00 p.m. The World Music Festival has begun a monthly program at CCAP featuring a late afternoon program/lecture demonstration.

3. **Arts Education Update**
AEFC received a $12,000 Potrero Nuevo grant, an increase from last year's amount. DCYF granted $5,000 to AEFC (through SFAC) for the Inside/Out book. A motion to distribute these funds will go to the Full Commission.

On May 31, staff will produce the annual California State Summer School for the Arts reception at the Performing Arts Library, 401 Van Ness. This celebrates the San Francisco students who will be attending summer school at Cal Arts in Valencia. In the past, approximately 10-12% of the CA attendees have been from San Francisco.

AEFC is undergoing strategic planning to determine how to serve the schools most effectively as the school district experiences funding cuts. There was a brief discussion about how the cuts have affected teacher layoffs and school programs.

Ms. Axel passed out *Inside/Out* bookmarks. The website is still being updated and hits have tripled.

4. **Program Director Update**
We have just received the projected allocation from the Hotel Tax Fund for the Cultural Centers for FY 03-04. Hotel Tax funds for each year are projected and fluid. For the current fiscal year, SFAC was allocated $2.3M but distributed grant allocations based on anticipated lower returns. Throughout the current year, there were two cuts, which the agency was able to sustain because staff had budgeted accordingly. Within the last two weeks, there was an additional reduction that lowers the allocation below the granted amount. We are now $75,872 below the granted funds. To meet the reduced allocation without asking the cultural centers to sustain the loss in the last quarter of their current operating budget SFAC will temporarily cover the loss and reimburse the amount from next years 03-04 funds.

The Hotel Tax allocation for 03-04 is currently projected $75,000 less than the allocation we are currently working with. When you add the $75,872 we'll need to retain, plus a contingency of (10%), SFAC will have $300k less to distribute than the current fiscal year. The Controllers Office recommended that staff maintain a contingency should we have to sustain additional losses during the 03-04 year. Should the Hotel Tax receipts improve, staff will distribute the funds accordingly.

Ms. Nemzoff will meet with the centers to talk about what these implications are and inform them of their grant allocations for next year. These are difficult times for the City and the Centers can't rely on Hotel Tax exclusively for their funding.

Commissioner Roth asked what are the priorities for building improvements. Ms. Daniels answered in her report below.

Mr. Newirth clarified that the reduction is not a "loss" but a more accurate estimate of hotel receipts.

Ms. Nemzoff stated that it is better to be fiscally conservative in this environment and that staff could not ask the centers to sustain financial loss during their last quarter of the fiscal year. It would be better to allow them a few months of planning to anticipate funding reductions.

Ms. Nemzoff described the recommendations for Programs in the Community funding. Though the budget is approximately $7,000 less than last year, the panelists recommended funding the same number of organizations, but at lesser amounts.

Commissioner Walker asked for the geographic location of the programs and asked if applicants who aren't recommended for funding are advised how to improve their application. Ms. Nemzoff said that panel feedback is available and the panel is a public process so applicants can directly hear panel comments.

Commissioner Mirikitani made the motion:
Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2003-04 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

Central City Hospitality House	**$15,000**
Chinatown Beacon Center	**$15,000**
Eldergivers	**$15,000**
Larkin Street Youth Center	**$15,000**
Richmond District Neighborhood Center	**$15,000**
Rose Resnick Lighthouse for the Blind & Visually Impaired	**$8,250**
San Francisco Women Against Rape	**$ 8,661**
St. John's Educational Thresholds Center	**$16,800**
Western Neighborhoods Project	**$15,120**
Youth Outlook! (Pacific News Service)	**$15,000**
TOTAL	**$138,831**

The motion passed unanimously.

Commissioner Brown made the following motion:
Motion to approve payment from Grants for the Arts funds for honoraria and transportation reimbursement for Programs in the Community panelists:
Cultural Initiatives Silicon Valley (Dana Powell) $167.06
Amy Taub $125
Sherri Young $125
Charles Wilmoth $134
Miko Lee $143.08
The motion passed unanimously.

Cultural Center Facilities Report
To answer Commissioner Roth's question, Ms. Daniels reported that she is working with Rommel Taylor to compile data on project costs at each site to analyze how staff has spent money at each facility. Life safety issues are the top priority: monthly elevator maintenance, fire safety and

sprinkler certification, and security. With a limited facilities budget, the focus is less on building improvements and more on maintaining levels of safety.

To protect the Bayview Opera House from future burglaries, DTIS estimates a security system upgrade will cost approximately $5,000.

Ms. Daniels is also in conversation with DTIS regarding wiring the cultural centers with live cable broadcast capabilities. The San Francisco Cable Franchise requires the cable operator (Comcast) to wire 17 sites in the city. Currently five sites are in use: City Hall, the Main Library, the Emergency Command Center, Community Television Corporation, and City College - Phelan campus. The additional sites must be ADA compliant and large enough to accommodate a Board of Supervisors meeting. It is anticipated that it will take DTIS a year to identify the additional sites.

African American Art and Culture Complex
Ms. Breed reported that through a partnership with the San Francisco Clean City Coalition and DPW, large trees around AAACC have been pruned and the front of the building will be painted. The African American Historical Society's archive room is repaired and will open in two months after new donations are catalogued. With funds left over from the west wall repair, new tile and carpet will be placed in the Juneteenth office.

Ms. Breed highlighted past and upcoming programming. The Cultural Odyssey Gala was a huge success. Tours to VIPs have directly led to rental bookings. Cultural Odyssey received a review in the *Chronicle* on the front page of the Datebook. Classes in hip-hop dance, writing, make-up, and praise dance will begin soon. The Black Film Festival will have a youth film festival at the Center during the Juneteenth Festival. Afro Solo is programming their season, which will include the Marcus Shelby Orchestra and Ledisi. On April 21, the Hall of Culture presents three writers/artists discussing race, technology, and culture. This coincides with a gallery exhibition.

Commissioner Roth opened the floor to public comment.

Pam Wu from Asian Pacific Islander Cultural Center asked that public comment be reflected in last month's minutes. She recognized that there was no discussion about candidates for the cultural center consultant RFQ and asked for an update. She also announced upcoming APICC programming: the United States of Asian America, which features 18 events. May 3 launches the season with a joint reception sponsored by APICC, Kearny Street Workshop, Asian American Women Artists, Asian American Dance Performances, and Somarts).

Jeff Jones from Queer Cultural Center announced National Queer Arts Festival opening June 6 at the LGBT Center.

Mr. Jones stated that he wrote the legislation for the HTF Cultural Centers and CEG program. He stated that the City doesn't award percentages any longer, but now the allocation is based on a dollar figure. What is not allocated reverts to the General Fund. The General Fund does not have a formula. The City can reduce Hotel Tax grants by 10%, but no more than that unless it goes to the Board of Supervisors. Mr. Jones advises asking the City Attorney for a ruling to protect the funds and would like assurance that next year's allocation will not be lower than the legislated 10%.

Mr. Newirth clarified that the allocation is based on the previous year's actuals. Therefore, until we know the actual Hotel Tax distribution for 02-03, we will not be able to determine if the funds

have dropped by more then 10%.

There was no new or old business. Commissioner Roth adjourned the meeting at 5:37 P.M.

Next Meeting
April 8, 2003, 4:30 P.M. at 25 Van Ness Avenue, Suite 70; San Francisco

4-18-03

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SAN FRANCISCO ARTS COMMISSION

COMMUNITY ARTS & EDUCATION COMMITTEE DOCUMENTS DEPT.

MAY 12 2003

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May 13, 2003
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

1. **WritersCorps Update**
   Janet Heller
   Staff report.
   Action item.

   Motion to enter into contract with New Ways Workers for payment of 2003 youth internships from 6/01/03 to 6/30/03, not to exceed $3,500 from Haas and private foundations.

   Motion to extend contracts with WritersCorps Teachers Danielle

Montgomery and Kimberely Nelson from 06/30/03 to 08/30/03, not to exceed their original contract amounts of $26,000.00 and $35,000.00 from DCYF and Juvenile Probation Funds, respectively.

2. **Chinatown Community Arts Program (CCAP) Update**
   Janice Hom
   Staff report.
   Action item.

   Motion to pay San Francisco Wu Shu Team $2,700 for the Night of the Rising Stars 2002 from Grants for the Arts.

   Motion to pay Chinese Folk Dance Association $1,200 for the CFDA 'Shangri-La' from Grants for the Arts.

   Motion to pay San Francisco Gu Zheng Music Society $250 for their performance at the Chinatown Library from Grants for the Arts.

   Motion to pay San Francisco Poets and Artists Association $1,000 for calligraphy and painting exhibition from Grants for the Arts.

   Motion to pay Valerie Samson $250 for the Gold Mountain Music Ensemble from Grants for the Arts.

   Motion to pay Kearny Street Workshop $1,000 for quarterly poetry readings from Grants for the Arts.

3. **Arts Education Update**
   Rachelle Axel
   Staff report.
   Discusison item.

4. **Program Director's Report**
   Judy Nemzoff
   Staff report.
   Action item.

   Motion to grant SomArts $25,454 for fire panel replacement project from Hotel Tax Fund. Funds originally held by DPW for soundproofing project.

   Motion to approve Neighborhood Festival grants of $24,000 from 2003-04 Grants for the Arts funds to the following organizations:
   Bernal Heights Neighborhood Center, Fiesta on the Hill $3,000
   New Direction, Bayview/Hunters Point 4th of July Picnic $3,000
   Potrero Hill Neighborhood House, Inc., Festival 2003 $3,000
   Precita Eyes Muralists Assoc., Inc., Urban Youth Arts Festival $3,000
   San Francisco SAFE, Annual Holiday Unity Parade & Rally $3,000
   Treasure Island Homeless Development Initiative, Treasure Island

Community Day $3,000
Excelsior Action Group, Excelsior Festival $3,000
Community Development Institute, SomaFest '03 $3,000
TOTAL $24,000

AAACC Report: *London Breed*

Facilities Report: *Carol Marie Daniels*

5. **New Business**
6. **Adjournment**

5/8/03 RT

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San Francisco Arts Commission

July 08 Meeting Cancelled

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COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, July 8, 2003
4:30 p.m.
25 Van Ness Avenue, Suite 70

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MEETING CANCELLED

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San Francisco Arts Commission

August 12, 2003 Cancelled

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COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, August 12, 2003
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

MEETING CANCELLED

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San Francisco Arts Commission

September 09, 2003

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COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, September 9, 2003
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

1. **WritersCorps Report**
2. **Chinatown Community Arts Program Report**
3. **Arts Education Report**
4. **Program Director Report**

   Motion to increase grant funds to Bayview Opera House, Ruth Williams Memorial Theatre for security during external paint job by $4,000 from previous years' Grants for the Arts Funds.
5. **New Business**
6. **Adjournment**

9/5/03

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San Francisco Arts Commission

October 14 Cancelled

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COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, October 14, 2003
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

MEETING CANCELLED

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San Francisco Arts Commission

November 10, 2003

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COMMUNITY ARTS & EDUCATION COMMITTEE

Monday, November 10, 2003
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

1. **WritersCorps Report**

   Motion to grant Aunt Lute Books $10,000 for the publication of the 2004 WritersCorps Anthology from DCYF.

   Motion to grant Intersection for the Arts $22,000 for 2004 WritersCorps events and the 10th anniversary from DCYF and earned income.

2. **Chinatown Community Arts Program Report**

   Motion to reimburse Pro Arts Inc. $2,000 for artist honorarium and expenses for the Community Images photo exhibition from Grants for the Arts.

   Motion to reimburse Chinese Folk Dance Association $1,000 for artist honorarium and expenses for the Palace to Village concert from Grants for the Arts.

   Motion to reimburse Chinese Culture Center $2,500 for artist honorarium and expenses for the 2004 Chinese Spring Festival from Grants for the Arts.

   Motion to reimburse Benjamin Lee $500 for artist honorarium and expenses for the "Scenes and People" photo exhibit at CCAP from Grants for the Arts.

3. **Arts Education Report**

4. **Program Director Report**

   Cultural Center Facilities Report

   AAACC Report

5. **New Business**

6. **Adjournment**

rt 11/6/03

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Meetings >> Community Arts and Education Committee Meetings

San Francisco Arts Commission

January 13 Meeting Cancelled

Agenda

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San Francisco Arts Commission

February 10, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, February 10, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

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1. **WritersCorps Report**

2. **Chinatown Community Arts Program Report**

3. **Arts Education Report**

   Motion to approve a $3,000 grant from PAF to the SFUSD's Youth Arts Festival for the 18th annual event May 8-16, 2004.

4. **Program Director Report**

   Motion to add the following people to the Programs in Community panel pool.
   Ernest Mark, Kearny Street Workshop
   Javier Reyes, Colored Ink
   Tracy Ward, Kaiser
   Lynne Perry, San Francisco Adult Day Services
   Sergio De La Torre, Artist
   Stella Chu, Department of Aging and Adult Services
   Bonnie Leifcowitz, Axis Dance
   Duca Knezevic, Theatre Rhinoceros
   John Simpson, Theatre Rhinoceros
   Tom di Maria, Creative Growth Art Center
   Dale Albright, TBA
   Jackie Rushing, Lorraine Hansberry Theatre
   Wayne Kitchen, Lorraine Hansberry Theatre
   Gayle Roberts, LYRIC

5. **New Business**

6. **Adjournment**

RT 2/6/04

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San Francisco Arts Commission

February 10, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, February 10, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

SAN FRANCISCO

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Minutes

Commissioner Brown called the meeting to order at 4:43

Commissioners Present
Blanche Brown
P.J. Johnston
Janice Mirikitani
Ethel Walker

Commissioners Absent
Denise Roth
Dave Stroud

1. **WritersCorps Report**
   Ms. Heller described the activities for WritersCorps' 10th anniversary including the Intersection Literary Series with Intersection for the Arts, the poem-a-month email, the publication and youth tour of City of One, the Josie Bass reprint of Lessons Along the Way, the kiosk advertising by Underground to promote the 10th anniversary in May, the youth intern program of five youth, and the addition of a training component to WritersCorps.

   For FY 04-05 WritersCorps will be applying to DCYF for a 3 year grant.

2. **Chinatown Community Arts Program Report**
   Ms. Hom reported that Perspectives X3 with Kearny Street Workshop is being shown in the gallery. The show will close early due to major window repairs and renovations in the CCAP space. This years Chinese Spring Festival ran February 7-8 in collaboration with the Chinese Cultural Center. There were 15 performances over two days and was very well attended. The San Francisco Symphony chamber music performance is scheduled for February 15, 2004.

3. **Arts Education Report**
   Ms. Axel reported that the Youth Arts Festival is in the planning stages (with Levi's sponsoring the event) and CSSSA applications are now available. Commissioner Walker encouraged outreach to the cultural centers so more African American youth apply.

   Ms. Axel emphasized the critical and opportune time for arts education locally

and reported that she is working with Director Newirth to identify new ideas and initiatives for the future.

Commissioner Brown made the motion:
Motion to approve a $3,000 grant from PAF to the SFUSD's Youth Arts Festival for the 18th annual event May 8-16, 2004.
The motion passed unanimously.

4. **Program Director Report**
Ms. Nemzoff thanked the program associates for their hard work and summarized her work with the cultural centers including revising the review process and working on the lease negotiations. Commissioners will hear reports from center directors at future meetings. The facility report will be included at the close of the Directors report. The Programs in the Community panel will meet in early March for next fiscal year grant awards.

Commissioner Johnston made the motion:
Motion to add the following people to the Programs in Community panel pool.
Ernest Mark, Kearny Street Workshop
Javier Reyes, Colored Ink
Tracy Ward, Kaiser
Lynne Perry, San Francisco Adult Day Services
Sergio De La Torre, Artist
Stella Chu, Department of Aging and Adult Services
Bonnie Leifcowitz, Axis Dance
Duca Knezevic, Theatre Rhinoceros
John Simpson, Theatre Rhinoceros
Tom di Maria, Creative Growth Art Center
Dale Albright, TBA
Jackie Rushing, Lorraine Hansberry Theatre
Wayne Kitchen, Lorraine Hansberry Theatre
Gayle Roberts, LYRIC
The motion passed unanimously.

Ms. Daniels listed completed facilities projects over the past few years including an exterior paint job, interior asbestos abatement, and water damage removal at Bayview Opera House, Ruth Williams Memorial Theatre; darkroom ventilation, electrical upgrades, and moved water pipes at Somarts; gallery renovation and ADA compliance in the theatre at Mission Cultural Center for Latino Arts; a waterproofed wall, new floors, a fixed furnace, gallery renovation, resurfaced parking lot, and a renovated women's restroom at AAACC.

Security is still an issue at BVOH and BVOH raised MOCD money to help with this. Director Jack Davis has raised funds to help with some of the repairs at Somarts. Ms. Breed secured city funds to help with some of the repairs at AAACC.

Continuing facilities problems include ADA compliance, HVAC, and seismic retrofitting.

Commissioner Johnston suggested asking the Department of the Environment or the City Administrator's Office for help. Commissioner Walker emphasized the importance of keeping the centers safe because they serve youth.

Ms. Breed reported on other facility improvements including securing funds for elevator repair and building a recording studio. She also reported on

fundraising for programs including awards from LEF for art classes and Vanguard for African American history month.

Commissioner Brown recognized Director Davis in the audience and asked him for a report on Somarts. He reported on resident activity and said that due to the cold weather and lack of heating, Somarts has been programming more active events than sit down events. Commissioner Brown opened the floor for public comment.

BVOH Director Shelley Bradford Bell reported that due to the reduction in the hotel tax fund allocation for the current year, she reduced program expenses at BVOH. This has led to more rentals because there are fewer classes. She is focusing on the potential Bayview Town Center development and the global arts program that will allow young people from Bayview to travel to Paris and Senegal.

Thomas Simpson from Afro Solo spoke about his organization's two years at AAACC and the on site development he has seen since he located his company at the Center.

Mary Rogers spoke about Ms. Breed's accomplishments at AAACC. She also emphasized the need for heat, a working board of directors, and lights in the parking lot.

Charles McClinton discussed some on going concerns he has about the Complex.

5. There was no old or new business. Commissioner Brown adjourned the meeting at 6:00 p.m.

RT 2/26/04

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Meetings >> Community Arts and Education Committee Meetings

San Francisco Arts Commission

March 9 Meeting Cancelled

Agenda

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cancelled

San Francisco Arts Commission

April 13, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, April 13, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

SF
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4/13/04

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Agenda

1. **WritersCorps Report**
2. **Chinatown Community Arts Program Report**
3. **Arts Education Report**
4. **Cultural Center Report**
5. **Program Director Report**
6. **New Business**
7. **Adjournment**

4/9/04 rt

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San Francisco Arts Commission

April 13, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, April 13, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Minutes

Commissioner Brown called the meeting to order at 4:37

Commissioners Present
Blanche Brown
Ethel Walker

Commissioners Absent
P.J. Johnston
Janice Mirikitani
Dave Stroud

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#2
4/13/04

1. **Program Director Report**
   Ms. Nemzoff introduced the WritersCorps DVD that showed as the commissioners entered. This was a gift for the WritersCorps teachers over the past 10 years, produced by CAE staff.

   She highlighted other CAE successes including two NEA awards (to WritersCorps and the Arts Education program). Staff is in the middle of a two-year review process with the seven cultural centers, which is leading to better reporting and a distinction between the commissions granting and facilities maintenance commitments.

2. **WritersCorps Report**
   Ms. Heller announced *City of One*, this year's WritersCorps book published by Aunt Lute, would be available this month. While the focus is on national press, seven youth (9-20 years old) are prepared for local media. The *Chronicle* will be doing a feature on Shahid Minapara and his family.

   The tenth anniversary benefit on May 19 will be at the Women's Building with former WritersCorps teacher, Ishle Park hosting and performing. The event is from 7-9 p.m. There will be a silent auction and a reading from 8-9 p.m..

   Other upcoming events include the book party on June 7 of WritersCorps site publications and WritersCorps participation in the Poetry Centers' anniversary reading.

3. **Chinatown Community Arts Program Report**
   Ms. Hom reported on two February events including chamber music sponsored by Bank of America and a Gu zhang performance and summarized upcoming visual exhibits and poetry readings.

Facilities work done in the gallery space has left the space uncomfortable and SFAC staff will need to work with Chinese Cultural Center staff to remedy this problem.

4. **Arts Education Report**
   Ms. Axel updated Commissioners on progress towards creating an Arts Education Master Plan for the San Francisco Unified School District to be spearheaded by the San Francisco Arts Commission. She also summarized new funders for AEFC and SFAC.

5. **Cultural Center Report**
   Ms. Nemzoff reported on the success staff has made towards distinguishing between granting and supporting the buildings. Center directors will meet at the end of the week. AACCC has completed their 501(c)(3) process and will have a new nonprofit running the center at the beginning of the fiscal year.

6. Commissioner Brown opened the floor for public testimony. Pamela Wu with APICC distributed brochures for the upcoming United States of Asian America festival. She reported on how the center has accommodated budget constraints through cuts in programming and smart marketing.

   There was no old or new business. Commissioner Brown adjourned the meeting at 6:00 p.m.

RT 4/16/04

San Francisco Arts Commission

May 11, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, May 11, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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5/11/04

Agenda

1. **Program Director Report**

   Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2004-05 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

   Central City Hospitality House $15,000
   Programs for People $15,000
   San Francisco Women Against Rape $12,222
   Pacific News Service $14,000
   Rose Resnick Lighthouse for the Blind & Visually Impaired $10,500
   Eldergivers $14,000
   Filipino American Development Foundation $14,000
   St. John's Educational Thresholds Center $14,000
   Chinatown Beacon Center $10,000
   Richmond District Neighborhood Center $10,000
   TOTAL: $128,722

2. **WritersCorps Report**

   Motion to modify contract for the following individuals to provide training and teaching in creative writing in WritersCorps for 2004-05 from Department of Children, Youth and Families fund and Youth Arts Fund.

   Beto Palomar $28,000
   Chad Sweeney $38,000
   Mahru Elahi $30,000
   Michelle Matz $38,000
   Jime Salcedo-Malo $35,000
   Toussaint Haki $34,000
   Gloria Yamato $12,000
   Judith Tannenbaum, $39,000

3. **Chinatown Community Arts Program Report**

   Motion to reimburse Louis Ng up to $1000 from GFTA for artist honorarium and

expenses for the "Hundred Blossoms" exhibition.

4. **Arts Education Report**

   Motion to pay up to $25,000 from the Arts Ed NEA grant to the San Francisco Foundation Community Initiatives Fund to support the 2003-2004 Arts Education Funders Collaborative projects.

   Motion to pay Kelly Armstrong $1000 honorarium from Youth Arts Funds to assist with planning the California Arts Scholars award ceremony.

5. **Cultural Center Report**

6. **New Business**

7. **Adjournment**

rt 5/6/04

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San Francisco Arts Commission

May 11, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, May 11, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Minutes

Commissioner Brown called the meeting to order at 4:40

Commissioners Present
Blanche Brown
Dave Stroud
Ethel Walker

Commissioners Absent
P.J. Johnston
Janice Mirikitani

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5/11/04

1. **Program Director Report**
   Ms. Nemzoff reported that the cultural centers have been notified of their 04-05 potential grant amounts, which will remain level with their 03-04 funding.

   She introduced the Programs in the Community grant recommendations, which will be presented to the full commission with more background detail. She also notified the commissioners of the upcoming Neighborhood Festival grant deadline.

2. **WritersCorps Report**
   Ms. Heller thanked the commissioners for their support of the 10th anniversary benefit. She reported on WritersCorps' trip to Washington, D.C. and summarized the press *City of One* is receiving.

   Ms. Heller introduced the motions and explained that the current corps of teachers plan to return and would like to work through the summer.

   The motion on the agenda was modified as follows:
   Motion to modify contract for the following individuals to provide training and teaching in creative writing in WritersCorps for 2004-05 from Department of Children, Youth and Families fund and Youth Arts Fund.

   Beto Palomar $28,000
   Chad Sweeney $38,000
   Mahru Elahi $30,000
   Michelle Matz $38,000
   Jime Salcedo-Malo $35,000
   Toussaint Haki $34,000
   Gloria Yamato $32,000

Judith Tannenbaum $39,000
Commissioner Walker made the motion. The motion passed unanimously.

Commissioner Stroud asked to see the WritersCorps evaluation reports.

3. **Chinatown Community Arts Program Report**
Ms. Nemzoff reported for Ms. Hom describing the current and upcoming programming at CCAP. The June exhibit of Bay Area photographers will include two programs on Photoshop and photographic techniques.

4. **Arts Education Report**
Ms. Axel updated the commissioners on the progress towards an arts education master plan led by the San Francisco Arts Commission. Commissioners expressed an interest to meet specifically about the arts education master plan and an update about the cultural centers.

Commissioner Walker made the motion:
Motion to pay up to $25,000 from the Arts Ed NEA grant to the San Francisco Foundation Community Initiatives Fund to support the 2003-2004 Arts Education Funders Collaborative projects.
The motion passed unanimously.

Commissioner Walker made the motion:
Motion to pay Kelly Armstrong $1000 honorarium from Youth Arts Funds to assist with planning the California Arts Scholars award ceremony.
The motion passed unanimously.

5. **Cultural Facilities Report**
Ms. Daniels reported that with the lack of facility funds, she has focused her efforts towards research on how other cities fund their cultural centers. She passed out an abbreviated report of her findings.

Mr. Taylor announced that the ADA upgrade at Mission Cultural Center for Latino Arts has begun.

6. Ms. Nemzoff announced that Commissioner Brown is the new CAE committee chair. Ms. Nemzoff suggested the June CAE committee meeting take place at the Mission Cultural Center. Commissioners agreed. Commissioner Brown adjourned the meeting at 5:15 p.m.

RT 5/21/04

San Francisco Arts Commission

June 8, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, June 8, 2004
4:30 p.m.
Mission Cultural Center for Latino Arts
2868 Mission Street, San Francisco

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Agenda

1. **Program Director Report**

   Motion to approve the proposed Bayview Opera House Ruth Williams Theater, Mission Cultural Center for Latino Arts, and South of Market Cultural Centers' 2004-2005 Management and Program Plans and grant allocation contingent upon receipt of all required documentation.

   Bayview Opera House: $ 234,825
   Mission Cultural Center for Latino Arts $395,406
   Somarts: $658,838

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   Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2004-05 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

   Central City Hospitality House $15,000
   Programs for People $15,000
   San Francisco Women Against Rape $12,222
   Pacific News Service $14,000
   Rose Resnick Lighthouse for the Blind & Visually Impaired $10,500
   Eldergivers $14,000
   Filipino American Development Foundation $14,000
   St. John's Educational Thresholds Center $14,000
   Chinatown Beacon Center $10,000
   Richmond District Neighborhood Center $10,000
   TOTAL: $128,722

2. **WritersCorps Report**
3. **Chinatown Community Arts Program Report**
4. **Arts Education Report**
5. **Cultural Center Facilities Report**
6. **New Business**
7. **Adjournment**

rt 6/3/04

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San Francisco Arts Commission

June 8, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, June 8, 2004
4:30 p.m.
Mission Cultural Center for Latino Arts
2868 Mission Street

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Minutes

Commissioner Brown called the meeting to order at 4:38

Commissioners Present
Blanche Brown
Dave Stroud
Ethel Walker

Commissioners Absent
P.J. Johnston
Janice Mirikitani

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6/8/04

1. **Program Director Report**
Ms. Nemzoff explained that Ms. Daniels used to handle the review of the cultural center MPPs along with all other tasks related to the centers, but this year, the review has transformed into a more traditional granting process under Ms. Nemzoff's management. She explained the MPP application and recommended approving the MPP for six centers; she granted AAACC an extension. The sub-grantees were not included in the motion because their funding is included in Somarts.

Commissioner Walker made the motion.
Motion to approve the proposed Bayview Opera House Ruth Williams Theater, Mission Cultural Center for Latino Arts, and South of Market Cultural Centers' 2004-2005 Management and Program Plans and grant allocation contingent upon receipt of all required documentation.

Bayview Opera House: $ 234,825
Mission Cultural Center for Latino Arts $395,406
Somarts: $658,838
The motion passed unanimously.

Ms. Nemzoff explained some HTF history with the percentage allocation and said that the seven organizations are recognized because they represent a larger constituency. Pam Wu explained that the legislation passed with the intent for the City to own more than just four buildings in four neighborhoods. Ms. Nemzoff agreed that she would like to see more programs in the community.

With that Ms. Nemzoff introduced the Programs in the Community grant recommendations:

Commissioner Walker made the motion.
Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2004-05 Grants for the Arts Fund, pending written confirmation from Grants for the Arts:

Central City Hospitality House $15,000
Programs for People $15,000
San Francisco Women Against Rape $12,222
Pacific News Service $14,000
Rose Resnick Lighthouse for the Blind & Visually Impaired $10,500
Eldergivers $14,000
Filipino American Development Foundation $14,000
St. John's Educational Thresholds Center $14,000
Chinatown Beacon Center $10,000
Richmond District Neighborhood Center $10,000
TOTAL: $128,722
The motion passed unanimously.

2. **WritersCorps Report**
   Ms. Nemzoff passed out the 10th anniversary book set that included publications from each of the WritersCorps sites. She also handed out the 10th anniversary book release of City of One. Finally, she announced that the teachers would be working over the summer.

3. **Chinatown Community Arts Program Report**
   Ms. Hom reported on CCAP programming and noted that her tenure ends with a Kearny Street Workshop reading. Ms. Nemzoff led a discussion with the commissioners about CCAP history. The commissioners said the community should be made aware of the proposed closure as soon as possible.

4. **Arts Education Report**
   Ms. Nemzoff thanked Commissioner Walker for speaking at the CSSSA awards ceremony where 43 youth from San Francisco were honored.

5. **Cultural Facilities Report**
   Ms. Daniels reported that the facility money for this year is spent except for the remaining funds for MCCLA's project. With the proposed 04-05 budget, it is unclear who will be responsible for maintaining the buildings. Somarts thanked Ms. Daniels for her work.

6. **Commissioner Brown asked for public comment.**
   Ms. Wu passed out a sample of APICC's program and audience survey and highlighted the collaborative programming at this year's APICC festival. She also encouraged a public process for the SFAC/GFTA merger.

   Commissioner Brown adjourned the meeting at 5:30 p.m.

RT 6/24/04

Meetings >> Community Arts and Education Committee Meetings

San Francisco Arts Commission

July 13, 2004 meeting cancelled

COMMUNITY ARTS & EDUCATION COMMITTEE
Tuesday, July 13, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

Meeting Cancelled

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Meetings >> Community Arts and Education Committee Meetings

San Francisco Arts Commission

August 10, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, August 10, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

1. **Program Director Report**
   Motion to approve Neighborhood Festival grants of $24,000 from 2004-05 Grants for the Arts funds to the following organizations:

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   Bayview Hunters Point Senior Citizens Center, Andrew's Boarding and Boarding Care 4th of July Picnic $3,000
   Bernal Heights Neighborhood Center, Excelsior Festival $3,000
   Potrero Hill Neighborhood House, Inc., Potrero Hill Festival $3,000
   Precita Eyes Muralists Assoc., Inc., Urban Youth Arts Festival $3,000
   San Francisco SAFE, Annual Holiday Unity Parade & Rally $3,000
   Sunset Youth Services, Sunset Community Festival $3,000
   Treasure Island Homeless Development Initiative, Treasure Island Community Day $3,000
   United Council of Human Services, Harumbe Festival $3,000
   ~~TOTAL $24,000~~

   Motion to approve the proposed African American Arts and Culture Complex's 2004-2005 Management and Program Plans and grant not to exceed $314,572.

2. **WritersCorps Report**

3. **Chinatown Community Arts Program Report**

4. **Arts Education Report**

5. **Facilities Report**

6. **New Business**

7. **Adjournment**

rt 8/5/04

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San Francisco Arts Commission

August 10, 2004 meeting cancelled

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, August 10, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

Meeting Cancelled

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San Francisco Arts Commission

Agenda

September 14, 2004 meeting cancelled

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Meetings >> Community Arts and Education Committee Meetings

San Francisco Arts Commission

October 12 Meeting Cancelled

Agenda

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Meetings >> Community Arts and Education Committee Meetings

San Francisco Arts Commission

November 9, 2004

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COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, November 9, 2004
4:30 p.m.
25 Van Ness Avenue, Suite 70

Agenda

1. **Program Director Report**

2. **WritersCorps Report**

   Motion for Director of Cultural Affairs to award WritersCorps youth internships to Jorge Aburto, Antonio Caceres, Luz Aburto and Thea Hillman not to exceed $10,000 from WritersCorps Earned Income, Miranda Lux Foundation and 03-04 Carryforward.

   Motion for Director of Cultural Affairs to modify the contract of WritersCorps Log Cabin Ranch teacher, Kimberly Nelson from $19,602 to $31,722 supported by funds from the Department of Juvenile Probation.

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19/04

3. **Arts Education Report**

   Motion to approve a grant for $25,000 to the San Francisco Unified School District to support the development of a City and County Master Arts Education Plan from the Youth Arts Fund.

4. **Cultural Center Report**

5. **New Business**

6. **Adjournment**

11/5/04

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San Francisco Arts Commission

November 9, 2004

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, November 9, 2004
4:30 p.m.
25 Van Ness Avenue
Suite 70

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Minutes

Commissioner Brown called the meeting to order at 4:38

Commissioners Present
Blanche Brown
P.J. Johnston
Ethel Walker

Commissioners Absent
Janice Mirikitani
Dave Stroud

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19/04

1. **Program Director's Report**
   Ms. Nemzoff reported that a summer retreat with staff resulted in the identification of core priorities for the program, one of which is increased communication, specifically with Commissioners and the public. CAE will also be asking CAE Commissioners to address priorities for the program including facility and maintenance needs for Cultural Center buildings, the loss of programming in Chinatown, and support for possible expansion or a new initiative for Programs in the Community.

2. **WritersCorps Report**
   Ms. Heller introduced the youth intern program, which includes four youth who will be leading writing workshops about peace.

   Commissioner Walker made the following motion.
   Motion for Director of Cultural Affairs to award WritersCorps youth internships to Jorge Aburto, Antonio Caceres, Luz Aburto and Thea Matthews not to exceed $10,000 from WritersCorps Earned Income, Miranda Lux Foundation and 2003-2004 Carryforward.
   The motion passed unanimously.

   Ms. Heller informed the Commissioners that Log Cabin Ranch is still in operation and we were informed in September about continued funding from the Department of Juvenile Probation. The following motion reflects this commitment.

   Commissioner Johnston made the following motion.
   Motion for Director of Cultural Affairs to modify the contract of WritersCorps Log Cabin Ranch teacher Kimberly Nelson from $19,602 to $31,722, supported by funds from the Department of Juvenile Probation.

The motion passed unanimously.

Ms. Heller added that the program does not plan to hire a publicist this year and the media focus this year will be on the 2005 reading series with Intersection for the Arts.

3. **Arts Education Report**
Ms. Axel informed Commissioners that the motion covered one-third of the fees for a contractor to develop the master arts education plan. Two members of AEFC and the City's Rainy Day Funds will cover the other portion. She explained that the recommendations for the first phase should be completed June 1, 2005, with implementation in the fall.

Commissioner Walker made the following motion.
Motion to approve a grant for $25,000 to the San Francisco Unified School District to support the development of a City and County Master Arts Education Plan from the Youth Arts Fund.
The motion passed unanimously.

Ms. Nemzoff thanked Ms. Axel for her vision and for moving the process forward.

Ms. Axel said she is helping to convene a meeting of members from the arts community with the Proposition H committee on November 29. She said she will be selecting someone for a paid internship for 15 hours per week. The Arts Education Funders' Collaborative ("AEFC") will be engaged in a strategic planning meeting facilitated by John Killacky to plan past June 2005. The new edition of *Inside/Out* is being produced with a release date in April 2005. An estimated 3,000 copies will be published.

Commissioner Brown congratulated Ms. Axel for her hard work.

4. **Cultural Center Report**
Ms. Nemzoff explained that because there are no funds for regular facility maintenance needs at the Cultural Centers, the Department of Public Works ("DPW"), in cooperation with Arts Commission staff, is responding only to life/safety systems needs. No other needs at the Centers are being addressed.

Commissioner Johnston requested some historical information on the relationship between the Cultural Centers, the communities and the City. Ms. Nemzoff suggested that preparation of a comprehensive report on this subject might be an appropriate project for an intern.

5. Commissioner Brown adjourned the meeting at 5:30.

RT 11/12/04

San Francisco Arts Commission

January 11, 2005

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, January 11, 2005
4:30 p.m.
25 Van Ness Avenue, Suite 70

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Agenda

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1. **WritersCorps Report**

   Motion for the Director of Cultural Affairs to enter into a contract with Katherine Gin to teach photography classes for WritersCorps youth and provide coordination for 2005 photography-related projects in an amount not to exceed $15,000 from DCYF.

2. **Arts Education Report**

3. **Cultural Center Report**

   Motion to approve architectural drawings for four ADA compliant exit doors at Somarts Cultural Center.

4. **Program Director Report**

   Motion to rescind Wu Yee from Resolution No. 0913-04-188: Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2004-2005 Grants for the Arts Fund:

   Central City Hospitality House $15,000
   Programs for People $15,000
   San Francisco Women Against Rape $12,222
   Pacific News Service $14,000
   Rose Resnick Lighthouse for the Blind & Visually Impaired $10,500
   Eldergivers $14,000
   Filipino American Development Foundation $14,000
   St. John's Educational Thresholds Center $14,000
   Chinatown Beacon Center $10,000
   Richmond District Neighborhood Center $10,000

   Total $128,722

   Motion to approve the Programs in the Community (PIC) grant to Community Educational Services , recommended by the PIC review panel, from the 2004-2005 Grants for the Arts Fund.

5. **New Business**

6. **Adjournment**

1/5/05 rt

Notices
Explanatory documents are available for public inspection and copying at the Arts Commission office, 25 Van Ness Ave, Suite 240, San Francisco CA 94102 during regular business hours. Tel: INFO: (Robynn Takayama 415-252-2598).

Public comment in regard to specific items will be taken before or during consideration of the item.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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San Francisco Arts Commission

January 11, 2005

COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, January 11, 2005
4:30 p.m.
25 Van Ness Avenue
Suite 70

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Minutes

Commissioner Brown called the meeting to order at 4:36

Commissioners Present
Blanche Brown
P.J. Johnston
Janice Mirikitani

Commissioners Absent
Dave Stroud
Ethel Walker

1. **WritersCorps Report**
   Ms. Heller introduced Antoinette Osborne who previewed her winning poem for the Martin Luther King, Jr. FreeWrite contest, "Where Were You" and Luz Aburto a WritersCorps intern.

   She summarized success with previous publication sales and excitement for a forthcoming WritersCorps publication by Jossey-Bass and discussions with Chronicle Books for a potential book collaboration and greeting card collaboration. She also highlighted the intern program, the feasibility study funded by an NEA grant, and upcoming events.

   Commissioner Johnston made the following motion.
   Motion for the Director of Cultural Affairs to enter into a contract with Katherine Gin to teach photography classes for WritersCorps youth and provide coordination for 2005 photography-related projects in an amount not to exceed $15,000 from DCYF.
   The motion passed unanimously.

2. **Arts Education Report**
   Ms. Nemzoff summarized potential growth in arts education as discussions with First Five Commission and DCYF develop. Commissioner Johnston would like to publicize that the Arts Commission is involved in arts education.

3. **Cultural Center Report**
   Ms. Nemzoff introduced Somarts Director Jack Davis who showed the

architectural design for adding four exit doors to the building so that the maximum capacity of the building can increase.

Commissioner Johnston made the following motion.
Motion to approve architectural drawings for four ADA compliant exit doors at Somarts Cultural Center.
The motion passed unanimously.

At the request of the seven cultural centers, Ms Nemzoff asked for input on how Commissioners would like to hear reports from each of the centers. Commissioner Brown recommended we hold CAE meetings at each of the centers with buildings. Commissioner Mirikitani said the presentations should highlight a performance piece and be for a specific amount of time with room for questions. Commissioner Johnston agreed and added that 25 Van Ness should be the place for the virtual centers to present.

4. Program Director's Report
Ms. Nemzoff introduced the following two motions and explained that Chinatown Beacon Center is changing their fiscal sponsor from Wu Yee to Community Educational Services.

Commissioner Mirikitani made the following motion.
Motion to revise Resolution No. 0913-04-188 by replacing "Chinatown Beacon Center" with "Community Educational Services on behalf of Chinatown Beacon Center." The revised Resolution shall read as follows:

Motion to approve the Programs in the Community (PIC) grant to the following PIC grantee organizations, recommended by the PIC review panel, from the 2004-2005 Grants for the Arts Fund:

Central City Hospitality House $15,000
Programs for People $15,000
San Francisco Women Against Rape $12,222
Pacific News Service $14,000
Rose Resnick Lighthouse for the Blind & Visually Impaired $10,500
Eldergivers $14,000
Filipino American Development Foundation $14,000
St. John's Educational Thresholds Center $14,000
Community Educational Services on behalf of Chinatown Beacon Center $10,000
Richmond District Neighborhood Center $10,000
TOTAL $128,722
The motion passed unanimously.

5. Commissioner Brown adjourned the meeting at 5:30.

RT 1/19/05

San Francisco Arts Commission

February 8, 2005

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COMMUNITY ARTS & EDUCATION COMMITTEE

Tuesday, February 8, 2005
4:30 p.m.
25 Van Ness Avenue, Suite 70

Agenda

1. **Program Director's Report**

   Motion to approve the following pool of panelists for the Programs in the Community grant program:

   Lilia Aguero, Cultural Initiatives Silicon Valley
   Dale Albright, Theatre Bay Area
   Tish Brown, M.H. de Young Memorial Museum
   Raissa de la Rosa, City of Oakland-Craft and Cultural Arts Department
   Daniel del Solar, Community Media Activists
   Rose Marie Dennis, San Francisco Recreation and Park Department
   Tom di Maria, Creative Growth Art Center
   Donna Feingold, Toolworks
   Judie Ghidinelli
   Lynn Johnson, Community Network for Youth Development
   Deborah Kaplan, World Institute on Disability
   Elias Katz, National Institute of Art & Disabilities
   John Killacky, San Francisco Foundation
   Wayne Kitchen, Lorraine Hansberry Theatre
   Duca Knezevic, Theatre Rhinoceros
   Miriam Kronberg
   Miko Lee, East Bay Center for Performing Arts
   Bonnie Leifcowitz, Axis Dance Company
   Genny Lim
   Sonia Manjon, CCA Center for Art and Public Life
   Ernest Mark, Ernest Mark Consulting
   Julia Marshall, San Francisco State University
   Javier Reyes, Brava! For Women in the Arts
   Gayle Roberts, LYRIC
   Jackie Rushing, Lorraine Hansberry Theatre
   Stephen Shapiro, Community Music Center
   John Simpson, Theatre Rhinoceros
   Oren Slozberg, Community ArtReach Program
   Joel Tan, Yerba Buena Center for the Arts
   Truong Tran, Kearny Street Workshop
   Tracy Ward, Kaiser Permanente Educational Theatre
   Carla Williams
   Stephanie Yang, Women's Foundation of California

2. **WritersCorps Report**
3. **Arts Education Report**
4. **Cultural Center Report**
5. **New Business**
6. **Adjournment**

RT 2/4/05

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